

**CITY OF SHOREVIEW  
AGENDA  
REGULAR CITY COUNCIL MEETING  
August 1, 2016  
7:00 P.M.**

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

**APPROVAL OF AGENDA**

**PROCLAMATIONS AND RECOGNITIONS**

**CITIZENS COMMENTS** - *Individuals may address the City Council about any item not included on the regular agenda. Specific procedures that are used for Citizens Comments are available on notecards located in the rack near the entrance to the Council Chambers. Speakers are requested to come to the podium, state their name and address for the clerk's record, and limit their remarks to three minutes. Generally, the City Council will not take official action on items discussed at this time, but may typically refer the matter to staff for a future report or direct that the matter be scheduled on an upcoming agenda.*

**COUNCIL COMMENTS**

**CONSENT AGENDA** - *These items are considered routine and will be enacted by one motion. There will be no separate discussion of these items unless a Councilmember or citizen so requests, in which event the item will be removed from the Consent Agenda and placed elsewhere on the agenda.*

1. July 11, 2016 City Council Workshop Minutes
2. July 18, 2016 City Council Meeting Minutes
3. Receipt of Committee/Commission Minutes—
  - Bikeways & Trailways Minutes, July 7, 2016
  - Environmental Quality Minutes, July 25, 2016
  - Human Rights Commission, June 22, 2016
  - Economic Development Authority, June 8, 2016
  - Economic Development Authority, July 5, 2016
  - Economic Development Commission, June 21, 2016
  - Planning Commission, June 28, 2016
4. Verified Claims
5. Purchases

6. Declare Costs and Order Preparation of Assessments – Turtle Ln/Schifsky Rd, Project 15-01
7. Approve Tree Trimmer License
8. Approval of Application for Special Event Liquor License – Church of St. Odilia
9. Award of Quote – Fitness Equipment Replacement

#### **PUBLIC HEARING**

10. Public Hearing —Approval of Off-Sale Liquor License—Target, 3800 Lexington Avenue North

#### **GENERAL BUSINESS**

11. Text Amendment, Temporary Health Care Dwellings

#### **STAFF AND CONSULTANT REPORTS AND RECOMMENDATIONS**

#### **SPECIAL ORDER OF BUSINESS**

#### **ADJOURNMENT**

**\* Denotes items that require four votes of the City Council.**

**CITY OF SHOREVIEW  
MINUTES  
CITY COUNCIL WORKSHOP MEETING  
July 11, 2016**

**CALL TO ORDER**

Mayor Martin called the workshop meeting of the Shoreview City Council to order at 7:00 p.m. on July 11, 2016.

**ROLL CALL**

The following attended the meeting:

City Council: Mayor Martin; Councilmembers Quigley, Springhorn, Johns and Wickstrom

Staff: Terry Schwerm, City Manager  
Rebecca Olson, Assistant to the City Manager

Jennifer Stukenberg, BWBR  
Steve Erickson, Project Manager, BWBR  
Mark Baumhover, BWBR

**COMMUNITY CENTER EXPANSION PROJECT**

City Manager Schwerm gave an update on the Community Center Expansion project. He stated that the 2017 Capital Improvement Program includes money for an expansion as well as money for improvements to the Shoreview Commons area. There was a study that was done in 2014 which identified potential expansion options. In anticipation of this project, the Council hired BWBR Architects to further refine the options.

As a first step in the process, BWBR representatives met with parks and recreation staff to identify their needs. Some of those needs included:

- Added fitness/multi-purpose recreation space on the lower level
- Expanded indoor playground
- Additional multi-purpose space for Summer Discovery and other classes/activities
- Expanded family changing rooms
- Improved office areas for certain staff
- An outdoor water play area – with possible enclosure

BWBR is here to review the expansion plan with Council and get input on what they think are the important elements. They are looking for direction on how gather and consider input from outside community groups.

City Manager Schwerm stated that much of what is included in the minutes has been staff driven so Council review of the plan is very important in order to find out if it is consistent with the goals they have for the Community Center and Commons area.

Steve Erickson from BWBR gave background on where we are at in the process. He indicated that they are developing a list of spaces and how they work together. Once they have a firm concept, they will then develop a schematic design and assign a cost to the design. He stated that they want to walk away with Council's ideas; enhancing the list of program elements from staff, as well as some direction on how to engage the community and thoughts on how to prioritize their ideas.

Mark Baumhover walked the Council through the various diagrams. Mayor Martin remarked that one issue she sees is that the indoor playground needs more toddler space. She also commented that a suggestion would be to have a designated space for community groups to potentially share. The Council also discussed that one area that is needed but was not shown were family changing areas. There was discussion on how to get additional family changing areas out of existing space, as this was a priority.

The Council then discussed how to further engage the community as well as community groups. City Manager Schwerm indicated that BWBR will be meeting with the Parks & Rec Commission at their July meeting. They could potentially invite community groups in earlier to meet prior to the meeting. Council direction was to have BWBR meet with the Community groups to review and prioritize their space needs.

Council also discussed bonding for the expansion. Councilmember Wickstrom stated that she would prefer not to bond for the entire project, but was supportive of bonding for part of it. Councilmember Quigley stated that the City's bonding ration was low right now. Councilmember Johnson indicated that she would like to have more information and understanding of what the bonding would mean to the levy prior to making a decision.

### **UPDATE ON TURTLE LAKE HOMEOWNERS ASSOCIATION SURVEY**

Mr. Schwerm handed out the draft survey question from the Turtle Lake Homeowners Association (TLHA). He stated that this would be a mailed survey with results being returned to City Hall. Staff and representatives from the TLHA would then both open and count the surveys together.

There was discussion on the wording of the question. Mayor Martin felt it should state "The city and Turtle Lake Homeowners Association commissioned a study" rather than "completed a study".

Councilmember Wickstrom stated that it should refer to "a proposed" augmentation project or "potential" augmentation project so that readers do not assume it is a done deal. She also questioned why there were two "No" options.



### **POND STUDY**

Mr. Schwerm asked Council for direction on proceeding with a study of the pond as part of the Shoreview Commons Master Plan. The study would develop and evaluate methods of improving the pond at the Community Center. The cost for the study is roughly \$15,000. Council consensus was to move forward with the study.

### **NATURALIZATION CEREMONY**

Ms. Olson stated that the Human Rights Commission was interested in hosting a Naturalization ceremony here in Shoreview. One of the goals for the HRC for 2016 was to focus on cultural integration, and this fits with that goal. They were looking for direction on whether the Council thought this would be a good event to host, and whether or not they would prefer to host it at the new Ramsey Council Library or at City Hall. Council preference was to hold the event at City Hall given that it is a government building and would have more significance.

The meeting adjourned at 9:05 p.m.

**CITY OF SHOREVIEW  
MINUTES  
REGULAR CITY COUNCIL MEETING  
July 18, 2016**

**CALL TO ORDER**

Mayor Martin called the regular meeting of the Shoreview City Council to order at 7:00 p.m. on July 18, 2016.

**PLEDGE OF ALLEGIANCE**

The meeting opened with the Pledge of Allegiance.

**ROLL CALL**

The following members were present: Mayor Martin; Councilmembers Quigley, Johnson, Springhorn and Wickstrom

**APPROVAL OF AGENDA**

MOTION: by Councilmember Wickstrom, seconded by Councilmember Springhorn to approve the July 18, 2016 agenda as submitted.

VOTE: Ayes - 5 Nays - 0

**PROCLAMATIONS AND RECOGNITIONS**

There were none.

**CITIZEN COMMENTS**

There were none.

**COUNCIL COMMENTS**

**Mayor Martin:**

On behalf of the entire City Council Mayor Martin expressed the horror of watching the shooting events that have occurred in the last week. The City is fortunate to have professional and quality public safety source provided through the Ramsey County Sheriff's Department, but the truth is such an event can happen in anyone's town. The Council is committed to creating a welcoming and safe community for all. The Community Center, Commons concerts, Farmers' Market are all events where neighbors can interact, help to prevent mistrust, and build a stronger community.

Mayor Martin commended the Public Works Department for the best possible customer service to restore water service when there was a water main break just before July 4th. Staff worked all

night to restore water to the neighborhood. Mr. Maloney added that it is seldom there is a water main break in the summer, which impacted approximately 100 residents. The work went smoothly and is almost completed.

Councilmember Wickstrom noted that the cause was rusted bolts. She asked if it is possible to do preventative maintenance. Mr. Maloney responded that staff are out on a regular basis doing maintenance to replace the bolts. The valves pull apart which causes leaking. Staff then does the repair without any emergency. It is rare that the valves pull apart completely, which is what caused this break. The bolts are replaced with stainless steel.

**Councilmember Johnson:**

The *Slice of Shoreview* is this weekend, and she is looking forward to seeing residents participate in all the planned events.

*Night to Unite* is August 2, 2016. This is a great time for neighbors to get together and get to know each other. This event ties in with Mayor Martin's comments on interaction and building trust. The Ramsey County Sheriff's Department representatives will attend block parties where invited. It is her hope that participation will be greater than ever.

**Councilmember Wickstrom:**

Noted that the golf tournament on Thursday is cancelled due to the hot weather. Notifications about changes in events are posted at [sliceofshoreview.com](http://sliceofshoreview.com). Volunteers are needed for the parade. Anyone interested can email [sliceofshoreview.com](mailto:sliceofshoreview.com).

The Farmers' Market is Tuesday, 3:00 to 7:00 p.m. The amount of produce is increasing each week.

This week the Concert in the Commons will feature Shoreview Northern Lights Variety Band.

Hazardous waste collection is on Friday, 10:00 a.m. to 6:00 p.m. and Saturday from 9:00 a.m. to 4:00 p.m. during July at the Ramsey County Public Works building in Arden Hills. If the item label says, *danger, poison, caution, warning*, it should be disposed of as hazardous waste.

**Councilmember Springhorn:**

Shoreview is hosting the state Little League Tournament on July 27, 2016. Welcome to all the players. The champion will advance to the regional playoffs in Indianapolis.

Congratulations to Holcomb Henry Funeral Home on the 100th Anniversary of the establishment of their company, which has been located in Shoreview since 1993.

**CONSENT AGENDA**

MOTION: by Councilmember Johnson, seconded by Councilmember Springhorn to adopt the Consent Agenda for July 18, 2016, and all relevant resolutions for item Nos. 1 through 9:

1. July 5, 2016 City Council Meeting Minutes
2. Receipt of Committee/Commission Minutes:
  - EQC Minutes, June 27, 2016
3. Monthly Reports:
  - Administration
  - Finance
  - Public Works
  - Park and Recreation
4. Verified Claims in the Amount of \$1,684,427.69
5. Purchases
6. Approve Waste Hauler License
7. Developer Escrow Reduction
8. Preliminary Plat - Eagle Ride, 4000 Lexington, 1005 Gramsie and 1020/1050/1080 County Road F
9. Approve Tree Trimming Licenses

**VOTE:**                      **Ayes - 5**                      **Nays - 0**

## **PUBLIC HEARING**

### **I-35W FINAL LAYOUT, HIGHWAY 36 (ROSEVILLE) TO LEXINGTON AVENUE (BLAINE)**

City Attorney Kevin Beck stated that he reviewed the affidavit and the notice is in order for the public hearing.

#### **Presentation by Public Works Director Mark Maloney**

Under state statute, Mn/DOT is required to seek municipal approval for the proposed work on I-35W between Highway 36 and Lexington Avenue. The proposed lane improvements result from a 2013 Corridor Study, which found that this is one of the most congested areas in the metro area with 53,000 to 127,000 cars per day. In addition to the congestion, there are bridge and pavement replacements to address. The portion of I-35W that impacts Shoreview is between County Road I and County Road J.

The proposal consists of replacement bridges, pavement replacement and noise barriers where warranted. The total project cost is estimated at \$208 million, \$78 million of which is currently unfunded. No Shoreview funding is requested. The project could begin in 2017 with a 5-year build-out, however it requires the legislature to provide the remainder of funding needed available for this corridor. This project is designated as a *Design Build Model*, a model that was developed for the I-35W bridge in Minneapolis and allows projects to begin more quickly. Although not completely funded or programmed at this time, Mn/DOT is going through the process of obtaining municipal consent in order to be ready if the funding becomes available.

Mayor Martin asked if this project funding is part of the bonding bill that would have to go into special session. Mr. Maloney answered that it is not in the bonding bill. He explained that the

funding is assured in different years. If there were assurance that the remaining funding would be available at the end of the project, construction could begin.

The design is to add a third lane on the inside similar to the project just completed on I-35E into St. Paul. There would be a bridge replacement at County Road I. Ramsey County is planning a round-about on County Road I as part of Rice Creek Commons.

Municipal consent is required through a public hearing. No other action is requested of the City. The City has 90 days to respond. If no response is given in 90 days, it is deemed approved by the City. At the Council's August workshop, Councilmembers will have an opportunity to discuss the design plan for County Road I with Mn/DOT and County representatives. The plan for County Road I is to close the northbound ramp to Highway 10 and I-35W. After the workshop meeting, the City will consider a formal action of municipal consent.

Mayor Martin questioned a public hearing before the detailed design of County Road I is known. Neighborhood residents would be notified and would be able to comment once the design is known.

Councilmember Wickstrom suggested keeping the public hearing open. City Manager Schwerm stated that the public hearing could be continued until the Council's second meeting in August, after the workshop meeting with Mn/DOT and County officials. Also, the public hearing could be closed at this meeting, but the Council could still take public comment at the time of deciding on a formal municipal consent resolution.

Councilmember Quigley stated that municipal consent is to state the issues. The congestion on the west end of County Road I is not all from Shoreview residents but people from everywhere accessing I-35W to go downtown. A properly notified public hearing could bring in a lot of people. Mr. Schwerm stated that it is not known who uses County Road I, which means a public hearing notice potentially would go to everyone in northern Shoreview.

Councilmember Wickstrom questioned closing the public hearing at this meeting because public comments would not be on the public record of the public hearing. Mr. Maloney responded that the amount of traffic on the County Road I ramp to northbound I-35W is very small compared to the rest of the movements in this corridor, and Mn/DOT and County officials will not be surprised at any public comment received.

Mayor Martin stated that with this further discussion, she is comfortable closing the public hearing at this meeting.

Councilmember Johnson stated that the cost of adding a third lane is overwhelming, but she can understand how much easier it will be for people to get downtown. She commended staff for working with Mn/DOT to move this project forward.

Mayor Martin opened the public hearing. There were no public comments or questions.

MOTION: by Councilmember Wickstrom, seconded by Councilmember Johnson to close the public hearing at 7:35 p.m.

**VOTE:**                                **Ayes - 5**                                **Nays - 0**

**GENERAL BUSINESS**

There was none.

**ADJOURNMENT**

MOTION: by Councilmember Johnson, seconded by Councilmember Johnson to adjourn the meeting at 7:35 p.m.

**VOTE:**                                **Ayes - 5**                                **Nays - 0**

Mayor Martin declared the meeting adjourned.

THESE MINUTES APPROVED BY COUNCIL ON THE \_\_\_\_ DAY OF \_\_\_\_\_ 2016.

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Terry Schwerm  
City Manager

# **SHOREVIEW BIKEWAYS & TRAILS COMMITTEE**

## **Meeting Minutes**

**July 7, 2016**

### **1. CALL TO ORDER**

The meeting was called to order at 7:07 p.m.

### **2. ROLL CALL**

Members Present: Craig Francisco, Ted Haaf, John Hakes, Bob Johnson, Jay Martin, Craig Mullenbach, Keith Severson, and Mark Stange (Called-In)

Members Absent: Bill Zerfas

Guests: None

City Staff: David Yang

### **3. APPROVAL OF AGENDA**

The committee added items concerning flooded trails in Snail Lake Regional Park, then approved the updated agenda.

### **4. APPROVAL OF MEETING MINUTES**

The minutes of the June 2, 2016 meeting were reviewed and approved by consensus of the Committee.

### **5. COMMITTEE DISCUSSION ITEMS**

City staff presented highlights from the Public Works monthly report and provided an update on current projects. Committee members asked if anything can be done about the flooded trail tunnel under Gramsie Road with the current road project through that location and also suggested a few at grade crossings. City staff noted that solving the flooding of the tunnel will be a complex project involving a number of parties such as the city, county, and watershed district. City staff also noted that the City is well aware of the

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flooding issue at the tunnel and at other locations in Snail Lake Regional Park and discussions of possible solutions have been initiated. Committee member Mark Stange suggested that all issues related to the Snail Lake Regional Park trails be packaged together and brought to the County's attention.

Committee member Ted Haaf asked if it was possible to install a public access from the south end of Virginia Avenue to the Snail Lake Regional Trail to the west along with the current road reconstruction project in that neighborhood. City staff replied that they will look into it.

The Committee discussed the status of the Tour de Trail planning, went over final tasks to be completed, and reviewed the booth staffing schedule. The Committee also reviewed informational handouts and maps, relating to biking and trails that could be handed out at the booth during the Slice of Shoreview. Committee members Ted Haaf and Jay Martin volunteered to review the short and long loops for the event, and make any modifications to it before giving it to City staff to publish on the City website.

The meeting was adjourned at 8:19 P.M.

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### **Minutes**

## **ENVIRONMENTAL QUALITY COMMITTEE**

**July 25, 2016 7:00 PM**

### **1. CALL TO ORDER**

The meeting was called to order at 7:12 PM.

### **2. ROLL CALL**

Members Present: Tim Pratt, Lisa Shaffer-Schrieber, Lynne Holt, Paige Ahlborg, Susan Rengstorf

Members Absent: John Suzukida, Kathy Radosevich, Leslie Sharkey

Staff Present: Neva Widner

### **3. APPROVAL OF AGENDA**

The agenda was approved with an addition for guest Julie Drennen from Conservation Minnesota to discuss an upcoming event.

### **4. APPROVAL OF MEETING MINUTES – June 27, 2016**

The meeting minutes were approved with no changes.

### **5. BUSINESS**

#### **A. Workplan Tasks**

a. Beekeeping workshop-Members discussed the beekeeping workshop hosted by Oak Hill Montessori School. The school has an indoor beehive and students presented on their experience working with the bees. The presentation was recorded and will be available on the City's website.

b. Green Community Awards Entries- 6 applications were received for the 2016 Green Community Awards. Site visits were conducted over the last month and one site visit remains. Tim is assembling the article for the Sept./Oct. ShoreViews newsletter.

#### **B. Public Works Update**

a. Diseased Tree Program update: Neva provided a summary of the diseased tree program for the EQC members, which includes oak wilt, Dutch elm disease, and emerald ash borer. Staff is working on a mapping project to help educate the public on these tree diseases.

C. Other- Julie Drennen, Conservation Minnesota announced an upcoming event to help bring conservation focused residents in Shoreview together. The event is cosponsored by Conservation Minnesota and the Minnesota Audubon Society. The event will be held August 11<sup>th</sup> at the Ramsey County Public Works Building in Arden Hills starting at 6:30.

D. Adjournment -8:09 PM- Next regular meeting – **August 22<sup>nd</sup>, 2016**

**HUMAN RIGHTS COMMISSION  
DRAFT MEETING MINUTES  
June 22, 2016**

**CALL TO ORDER**

Co-Chair Johnson called the meeting to order at 7:03 p.m. with the following members present:

**Present:**

Richard Bokovoy  
Mark Hodkinson  
Mary Johnson  
Gene Nichols  
Lisa Wedell Ueki  
Julie B. Williams

**Excused:**

Samuel Abdullai  
Elaine Carnahan

Also present was Rebecca Olson, Assistant to the City Manager.

**APPROVAL OF MINUTES**

Commissioner Nichols commented that the minutes reflect he was both absent and present. Commissioner Hodkinson moved that the Minutes of May 25, 2016 be approved with the change reflecting Commissioner Nichols absence. Commissioner Ueki seconded the motion. The motion was adopted unanimously and the minutes were approved as amended.

**DISCUSSION**

A. Naturalization Ceremony

Commissioner Wedell Ueki stated that she was speaking with Carol Jackson of the Ramsey County Library about their new facility. The new library will have a community room that is much more conducive to holding large gatherings and the library is looking for programming ideas. Commissioner Wedell Ueki stated that she had spoken to the Roseville HRC about a naturalization ceremony and they indicated that they currently hold one every April. Commissioner Wedell Ueki then discussed the potential for the library to host one in Shoreview and Ms. Jackson stated they would be in support of offering the room (free of charge) for that event. The Commission then discussed the options of where to hold a naturalization ceremony, and whether the City Council would prefer to have it hosted at City Hall or the Library. Ms. Olson stated she would discuss this with the City Council at their next workshop meeting. The consensus was that this would be a good event to host and fit with the discussion on being a welcoming community for immigrants that the commission had been having.

B. Caring Youth Award

Ms. Olson stated that the deadline for the Caring Youth Award had passed and we did not receive any nominations. She recommended extending the deadline and resending it out directly to various organizations that work with youth. Consensus was to extend the deadline to September 15<sup>th</sup>.

C. Votes for Women Event

Ms. Olson passed out a flyer for the event for the Commission to review. Several changes were suggested to improve the flyer. Ms. Olson indicated that she would make the changes and send it out to Roseville as well.

D. Slice of Shoreview Parade

Ms. Olson showed samples of cards that had been used several years ago to pass out during the parade. One side had the HRC contact information and the other side listed the mission statement of the HRC. The Commission decided that it would help promote the August 18<sup>th</sup> Votes for Women event to have that listed on the back side rather than the mission statement. Ms. Olson stated that last year the HRC had spent roughly \$75 dollars on printing costs for the bookmarks, and she thought this could potentially be done cheaper and possibly in-house.

The Commission also discussed contacting the Poster Contest winners who had indicated a desire to participate in the parade to gauge their interest and commitment due to the small number of HRC Commissioners who would be unable to attend. The Commission felt that if it would be disappointing to the winners who signed up to participate if the HRC had to cancel their participation. The Commission indicated that they would also like to encourage the parents or siblings of the Poster Contest winners to participate. It was determined that Ms. Olson would contact the winners and ask for a firm commitment and wait to hear from Commissioner Wedell Ueki on whether there would be enough participants for the parade.

E. August Meeting

Commissioner Nichols asked to revisit the idea of working with the Ramsey County Sheriff and continue the discussion on what that would entail at the August meeting.

**ADJOURNMENT**

There being no further business before the Commission, Commissioner Bokovoy moved to adjourn. Commissioner Williams seconded the motion. The motion was approved unanimously. The meeting adjourned at 8:05 p.m.

**SHOREVIEW ECONOMIC DEVELOPMENT AUTHORITY  
MEETING MINUTES  
June 8, 2016**

**CALL TO ORDER**

Vice President Sue Denkinger called the meeting to order on June 8, 2016 at 5:00 p.m.

**ROLL CALL**

The following members were present: Vice President Sue Denkinger and Board Members Sandy Martin, Shelly Myrland and Terry Quigley.

President Emy Johnson arrived late.

Also attending this meeting:

Terry Schwerm, City Manager

Tom Simonson, Assistant City Manager/Community Development Director

Niki Hill, Economic Development and Planning Associate

**APPROVAL OF AGENDA**

**MOTION:** by Quigley, seconded by Myrland, to approve the June 8, 2016 meeting agenda as submitted.

**VOTE:**                      **Ayes - 4**                      **Nays - 0**

**APPROVAL OF MINUTES**

**MOTION:** by Quigley, seconded by Martin, to approve the April 4, 2016 meeting minutes as submitted.

**VOTE:**                      **Ayes - 4**                      **Nays - 0**

**FINANCES AND BUDGET**

Quigley asked the amount available for domestic cleanup. Simonson responded that City policy is not more than \$1000. If it becomes a budget issue, it will be brought to the EDA for discussion and approval.

**MOTION:** by Quigley, seconded by Myrland, to accept the updated year-end HRA Funds 241 (Preliminary/Unaudited) for 2015 and the monthly EDA Financial Reports through April 30th, 2016, and approve the following payment of claims and purchases:

1.	Community Reinvestment Fund - March 2016 (Date Paid: 3/17/2016)	\$127.00	Fund 307
2.	Community Reinvestment Fund - April 2016 (Date Paid: 4/28/2016)	\$ 96.00	Fund 307
3.	Greater Metropolitan Housing Resource Services (Date Paid: 4/14/2016)	\$12,000.00	Fund 241
4.	Domestic Engineering (House Cleanout Services) (Date Paid: 4/26/2016)	\$1,000.00	Fund 241
5.	Barnes, Kirstin (February Economic Development Consulting) (Date Paid: 3/15/2016)	\$1,090.00	Fund 240
6.	Barnes, Kirstin (February Economic Development Consulting) (Date Paid: 3/31/2016)	\$1,330.00	Fund 240
7.	Allen, Deanne - EDA Minutes 3-14-16 (Date Paid: 3/31/2016)	\$200.00	Fund 240
8.	Red Robin Restaurant (EDA Supplies) (Date Paid: 4/28/2106)	\$76.21	Fund 240
9.	Fresh Picked Pizza.com (EDA Supplies) (Date Paid: 4/28/2016)	\$98.60	Fund 240
10.	Allen, Deanne - EDA Minutes 4/4/2016 (Date Paid: 4/14/2016)	\$200.00	Fund 240
11.	Greenhaven Printing (Business Matters) (Date Paid: 4/15/2016)	\$635.49	Fund 240
12.	Barsness, Kirstin (April Consulting) (Date Paid: 4/28/2016)	\$1,187.50	Fund 240
13.	Hamline University (Community Development Symposium) (Date Paid: 4/28/2016)	\$30.00	Fund 240
14.	Hamline University (Community Development Symposium) (Date Paid: 4/28/2016)	\$30.00	Fund 240

**VOTE:**

**Ayes - 4**

**Nays - 0**

President Emy Johnson arrived at this time of the meeting.

## **GENERAL BUSINESS**

### **ADOPTION OF EDA WORK PLAN FOR 2016-2017**

Simonson stated that the draft work plan is a result of previous EDA discussions and input from the Economic Development Commission (EDC) at the recent joint workshop meeting with the EDC and EDA. Added to the Work Plan are two categories--Coordination with EDC and Intergovernmental Collaboration. A number of joint initiatives are listed on the Work Plan that

are done in conjunction with the EDC, such as the BRE Pilot Program and BRE investment strategy. Intergovernmental Collaboration includes the potential County-wide EDA, the *Accelerate Ramsey County* initiative, monitoring impacts of the Rice Creek Commons (TCAAP) Development, transportation funding, changes to TIF regulations, MnDEED funding assistance and Joint North Metro Cities business workshops.

Under the Business Development category, two major development goals of the EDA have been accomplished in 2015/2016: 1) development of the former Rainbow site by Kowalski's; and 2) redevelopment of the Rice Street/I-694 interchange by Elevage Development Group. Partial business development occurred at Shoreview Corporate Center with Ally Financial Services. The City continues to work with Eagle Ridge Partners, the owner of the Shoreview Corporate Center property. Eagle Ridge is planning on investing in upgrades for the entire campus.

The City continues to look for opportunities for development on the Children's Hospital property, Shoreview Town Center and Shoreview Village Mall. In light of continued strong desire of residents for more dining choices, a new category was added under Business Development and that is Restaurant Attraction.

The Housing category shows a distinction between housing reinvestment programs, such as the Shoreview Home Improvement Loan Program and neighborhood quality through the rental licensing program; SHINE; Hoarding Response Policy; tracing foreclosures and vacant properties; and scattered blight property acquisitions.

Quigley asked about a vacant property west of Meadowlands on Gramsie Road going west. Simonson stated that he believes it is County property. There has been talk of improvements but keeping the affordable housing. Martin explained how she helped convince the long-time owner to renew the HUD relationship to maintain the property as affordable units.

Martin raised the issue of exploring the potential redevelopment of the Shoreview Hills apartment complex at County Road F and Lexington Avenue. It is showing its age and is not a very attractive property at a highly visible corner.

Simonson said that the 240-unit complex used to generate a high volume of police calls but in the past decade it has transformed into affordable rentals providing workforce housing for many employees in the area including Boston Scientific. The property would have great potential for a quality redevelopment with higher density that could maintain the affordability of the current site.

The consensus of the EDA Board was to add the exploration of a redevelopment of the Shoreview Hills apartments to the Housing category of the Work Plan and start some dialogue with the property ownership.

**MOTION:** by Denkinger, seconded by Myrland, to approve the 2016/2017 EDA Work Plan as presented with the addition of exploring reinvestment at the Shoreview Hills Apartments.

**VOTE:**

**Ayes - 5**

**Nays - 0**

### **TEMPORARY DWELLING LEGISLATION - LOCAL GOVERNMENT OPT OUT**

Simonson reported that one bill adopted during this legislative session is for Temporary Health Care Dwellings using certain types of recreational vehicles and other structures as temporary family dwellings, such as for seniors. There is a provision for cities to avoid being subject to the new permit system by passing an opt-out ordinance. The League of Minnesota Cities has drafted a sample opt-out ordinance, which staff is recommending. Many other cities are planning to opt out because of concerns about zoning control.

Mayor Martin stated that many issues have not been thought through, such as how long is temporary? Once the structure is vacated, who else may rent? How is sewage addressed? She added that at a recent meeting of the Municipal Legislative Commission every member community in attendance indicated they would be opting out due to concerns about giving up local zoning controls.

City Manager Schwerm added that the thinking is to provide a place for seniors who may be sick and need a place or a grown child with disabilities. However the law includes temporary time limits, which could create awkward situations if the person is not ready to move when the allotted time has lapsed.

Denkinger expressed her concern that there could be liability to the City if there were no other places for people to go who are in temporary housing.

The EDA recommended that the item be brought before the Planning Commission for their input. Staff said that the opt-out ordinance would likely be included in Chapter 200 of the Zoning Code, so the Planning Commission would be required to conduct a public hearing.

**MOTION:** by Quigley, seconded by Martin, to forward a recommendation to adopt an ordinance opting out of the Temporary Health Care Dwellings Bill requirements of Minnesota Statutes, Section 462.3593.

**VOTE:**

**Ayes - 5**

**Nays - 0**

### **MINNEAPOLIS/ST. PAUL (MSP) REGIONAL MIXED INCOME HOUSING FEASIBILITY EDUCATION AND ACTION PROJECT**

Ms. Hill reported that she and Ms. Castle attended a workshop on housing that is focused on Minneapolis and St. Paul. The goal is to build a tool to measure market demand and financing.

Denkinger asked if the workshops cover diversity of the low income population. She asked if there would be any implications or risk if affordable units are based solely on income not taking diversity into account. Ms. Hill stated that the workshops focus mainly on income.

## **DISCUSSION - ISSUES/STRATEGIES TO ATTRACT MORE RESTAURANTS**

Simonson referred Board Members to the McComb Group report that was done last year on behalf of the EDA. He summarized the findings of the findings which identified four potential restaurant sites:

- Lexington Avenue and I-694 - vacant site between Red Robin and Hilton Garden Inn
- Rice Street and I-694 - there is discussion with Elevage about a potential restaurant, but the issue for that site is getting daytime traffic
- Lexington Avenue and Highway 96 - redevelopment of the Shoreview Mall
- Hodgson Road and Highway 96 - northwest corner now being developed by North American Bank

Staff described that the City has been working with a Shoreview resident interested in opening a restaurant in the community and he has been looking for available sites. He has also requested City financial assistance, which would mean policy decision for the EDA as our business grant and loan programs are targeted towards manufacturing and job creation.

Simonson reviewed a number of sites that have been explored by the person interested in a restaurant, but many have some challenges requiring redevelopment or are not for sale. The best location identified in the study would be the current Shoreview Village Mall property but would require a full redevelopment.

Mayor Martin stated that in discussing the desire for restaurants with experts, she learned that restaurants know about Shoreview and if they wanted to locate in the City, they would be at the door to apply. The reason restaurants are not interested is because of the demographics. It is the lunch crowd that pays the bills.

Simonson added the issue of daytime population was a major concern of restaurant operators contacted about the retail parcel near Kowalski's. That and the high price were significant factors as to why a restaurant wasn't interested in that parcel.

Quigley noted one conflicting factor at Lexington and Highway 96 is if a restaurant were to develop on that site, then redevelopment of the Mall would be less likely as the ownership would have additional revenues.

Simonson agreed and added that the restaurant in discussion with the City has asked about a site in the Shoreview Mall. The City would discourage a restaurant pad without redevelopment of the Mall. He also said we do not know if there are lease restrictions from current tenants that would prohibit restaurant competition in an outlot area.

Simonson said that there are a couple prominent retail developers interested in the Shoreview Mall, who have spoken with the commercial retail broker the City has been working with in pursuing a redevelopment of the mall. One of the problems is that lease information has not been made available by current ownership to potential purchasers making it difficult to provide an offer. A fair offer cannot be made without the tenant lease information.



Mayor Martin asked if others would support incentives for a restaurant. Incentives were given to Kowalski's and Trader Joe's.

Quigley stated that he would not want to chase restaurants or offer a large amount of resources. He believes that with waiting, the time will come when restaurants come in. Mr. Schwerm added that the City has limited TIF resources left for a restaurant, and that would take away funds designed to assist with business expansion and retention, and redevelopment.

Mayor Martin suggested directing restaurants to the Shoreview Mall. That could build a catalyst for that redevelopment. Simonson responded that the problem is the long-term leases at the Mall. What might work is a restaurant within an approved master plan by a developer that had acquired the property so that it would fit with future redevelopment. He said that in his opinion there could be justification for public participation would be for a project consistent with the City's redevelopment objectives, such as the Crown Mold building which would fit into the Town Center Plan or on a larger scale the Shoreview Mall.

Johnson stated that she would be interested to know how many on the social media petition for a restaurant live in Shoreview. She suggested meeting with the person who started the petition to explain the issues the City faces in attracting restaurants, so that he would put out better information to the public. Also, the subject of a sit-down restaurant has been in the Community Survey for 15 years. She would not support funding for an individual restaurant entity on the sites available in the City.

Other Board members agreed that the City should not directly provide financing support for a restaurant, but assist with larger redevelopment projects consistent with City goals that could potentially bring more dining choices to the community.

## **UPDATES/PROJECTS**

### **Kowalski's Market**

The left turn lane is in the process of being done and should be opened soon. Kowalski's is on track to open in early November of this year.

## **ADJOURNMENT**

President Johnson declared the meeting adjourned at 6:40 p.m.

**SHOREVIEW ECONOMIC DEVELOPMENT AUTHORITY  
MEETING MINUTES  
July 5, 2016**

**CALL TO ORDER**

President Emy Johnson called the meeting to order on July 5, 2016 at 5:00 p.m.

**ROLL CALL**

The following members were present: President Emy Johnson, and Board Members Sue Denkinger, Sandy Martin, Shelly Myrland and Terry Quigley.

Also attending this meeting:

Terry Schwerm	City Manager
Tom Simonson	Assistant City Manager/Community Development Director
Niki Hill	Economic Development and Planning Associate

**APPROVAL OF AGENDA**

**MOTION:** by Quigley, seconded by Myrland, to approve the July 5, 2016 meeting agenda as submitted.

<b>VOTE:</b>	<b>Ayes - 5</b>	<b>Nays - 0</b>
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**APPROVAL OF MINUTES**

**MOTION:** by Denkinger, seconded by Myrland, to approve the June 8, 2016 meeting minutes as submitted.

<b>VOTE:</b>	<b>Ayes - 5</b>	<b>Nays - 0</b>
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**FINANCES AND BUDGET**

**MOTION:** by Denkinger, seconded by Quigley, to accept the monthly EDA Financial Reports through May 31, 2016, and approve the following payment of claims and purchases:

1.	Community Reinvestment Fund - May 2016 (Date Paid: 5/19/2016)	\$111.00	Fund 307
2.	St. Paul, City of (EDA Business Cards) (Date Paid: 5/11/16)	\$322.00	Fund 240
3.	Green Mill Pizza (Spring Business Exchange) (Date Paid: 5/11/2016)	\$721.17	Fund 240
4.	Hill, Nicole (EDA Supplies) (Date Paid: 5/19/2016)	\$9.13	Fund 240

5. Bradley & Deike (General Economic Development) \$126.00 Fund 240  
(Date Paid: 5/18/2016)

**VOTE:**

**Ayes - 5**

**Nays - 0**

## **GENERAL BUSINESS**

### **TAX INCREMENT FINANCING ELECTION OF FISCAL DISPARITIES**

Simonson referred Board members to a memo from Economic Development Consultant Kirstin Barsness regarding Fiscal Disparities Election and Tax Increment Financing (TIF) and the issue of how to apply fiscal disparities within and outside of TIF Districts. Simonson explained that in Minnesota fiscal disparities is applied throughout metro cities regarding commercial and industrial properties. It is a method to share commercial and industrial wealth among cities that do not have heavy commercial and industrial development. Shoreview has mostly been a receiver from the fiscal disparities system since its inception but has also been a contributor at times. This fluctuates depending on commercial and industrial development. Approximately a 40% contribution is made to the fiscal disparities pool from the property value of each commercial and industrial property.

City Manager Schwerm added that Shoreview has a fairly balanced record of receiving and contributing fiscal disparities. Simonson noted that in 2016, the City paid out \$2.5 million to fiscal disparities and received \$2.65 million.

Simonson stated that TIF supports overall goals of the City. Changes in TIF law relate to the ability of a city to capture the fiscal disparities generated by a new development. At the time of establishing a TIF District, the TIF Authority (the City) has the option of choosing “A Election” or “B Election. “A Election” is known as “outside the TIF District” and was not available for economic development districts before 2014. This option allows for the maximum captured value and resulting increment, although this option may increase the tax rate for the county, city and special taxing districts. Contribution from the increment is first paid to the fiscal disparities pool; secondly, the total increment is paid to the TIF Authority. Those two amounts may be more than the total taxes generated in the District. If that occurs, the tax rate is increased to make up the difference. “B Election” reduces the captured value by the value that is contributed to the Fiscal Disparities pool. While there is no impact to the local tax rate, the result is less increment to use for development.

City Manager Schwerm noted that there is further discussion in the Legislature about restructuring how the money is pooled. A change may be made that would require that the amount pooled in one year would have to represent expenditures made in that same year. Such a change would impact the Elevage development project where 25% is proposed to be pooled and retained by the City for other redevelopment goals.

Simonson reported that in the last 25 years, the City has established ten TIF districts. Six districts are still active. The four districts that have expired: 1) District 3, TSI; 2) District 5, Shoreview Mall and SummerHouse; 3) Districts 1, Deluxe and City Center; and 4) District 2,

City Center. The expansion of TSI in 2013 is the last project the City used TIF for commercial or industrial development. A new TIF District is considered if a project meets City goals rather than using limited fund resources. TIF Districts 1 and 2 were the largest in revenue and longest in duration at 25 years. TIF District is No. 1 has provided the most pooling resources over the years to assist with a wide range of projects including Deluxe Corporation, PaR Systems and TSI expansions, a interfund loan for the Lakeview Terrace project, and providing funding support to secure the Red Fox Road retail development including Trader Joe's and most recently the Kowalski's project.

Annually, fiscal disparities takes approximately 40% of the new CIU growth to send to the pool. Of the City's total tax capacity, approximately 1.9% is TIF tax capacity. Before the expiration of TIF Districts 1 and 2, the City was at 5% TIF tax capacity. For comparison purposes, Mounds View is at 11.4%; New Brighton at 12.5%. Other cities in the area are in the 7% to 10%.

Quigley noted the amount of TIF information the City has accumulated that can serve as a resource to developers. This is a component that will help business.

Johnson responded that the City does not market TIF assistance but is always promoting support of businesses through a favorable business climate.

Quigley asked if a policy is needed to apply to creation of TIF Districts because there are so many moving parts.

Simonson responded that creating a policy can set some parameters or guidelines for the fiscal disparities election but should also allow the City flexibility on a case by case basis. For example, there may be a willingness to take Election A to retain and assist a key BRE company.

Martin suggested establishing criteria for creation of TIF Districts and the election of fiscal disparities. Without criteria, it is difficult to decide for one application and not another.

It was the consensus of the Board for staff to draft criteria for the formation of a new TIF District for commercial and industrial development and redevelopment for EDA review. The draft would include how the City would consider an A option or a B option regarding fiscal disparities.

### **PROPOSED MNDEED REDEVELOPMENT GRANT (1005 GRAMSIE ROAD)**

Simonson stated that DEED has redevelopment grants available. Hill stated that if qualifications are met, up to 50% of costs for redevelopment can be received. Simonson stated this would be a good resource to pursue for Eagle Ridge Partners as they pursue a major renovation and upgrade of the 1005 Gramsie Road building in the Shoreview Corporate Center. Staff wanted to inform the EDA of this potential resource and will work with Eagle Ridge Partners to determine if an application should be completed.

## **BUSINESS AND DEVELOPMENT PROPERTY UPDATES**

### **SCHWAB-VOLLHABER-LUBRATT (SVL)**

SVL has been exploring options to meet their continued growth and was considering purchase of the C & E Hardware property to allow them to expand their existing office building and provide the necessary parking. However, they have concluded this would only provide a short-term solution and they would like to pursue purchasing land to develop a new building to meet their long-term growth needs. Their interest has now turned to a 5-acre parcel off Lexington Avenue in the Shoreview Business Campus site. The price quoted them by the owner is \$9.00 per foot. SVL has also found a similar property in the New Brighton Exchange project that is available at \$2.50 per foot. SVL would prefer to remain in Shoreview if possible and has asked about establishing a TIF District in support of their retention and expansion. The City could utilize the special BRE TIF District authority granted by the Legislature that would allow for an Economic Development TIF District up to 12 years.

### **SHOREVIEW CORPORATE CENTER (EAGLE RIDGE PARTNERS)**

Simonson stated the 1005 Gramsie property at the Shoreview Corporate Center qualifies as a redevelopment district, after a professional firm conducted a formal assessment of the building. The owners, Eagle Ridge Partners, have asked the City about creation of a TIF District. There are two scenarios possible. A modified plan would focus on upgrades for a certain company they are seeking. A full development would be major upgrades to attract multi-tenant occupancy to fill the buildings. If the City were to elect fiscal disparities outside a TIF District, it would generate the present value of \$3.1 million. If fiscal disparities is taken from within the TIF District, \$1.5 million is generated. More information will be presented if a project moves forward.

### **CHILDREN'S HEALTH CARE PROPERTY (RYAN COMPANIES)**

Another project being discussed is the development of the Children's Hospital property by Ryan Companies. They are negotiating with a client that would be a good fit for Shoreview based on high number of jobs, more office than warehousing, and limited truck traffic. Tax increment support may be requested to allow the developer to secure this company in what is a very competitive market. This would be an 8-year Economic Development TIF District that would generate \$1.2 million cash flow on current value, if fiscal disparities are outside the District (A Election). Paying fiscal disparities within the District cuts cash flow to \$750,000 (B Election). This will be a policy decision based on the EDA's direction to develop criteria for considering TIF and the election of fiscal disparities.

### **KOWALSKI'S MARKET (RAINBOW FOODS PROPERTY)**

Simonson reported that Kowalski's is making good progress on renovations. The turn lane has been finished but will be closed until the private development is completed. The bank project in

the outlot has also started site work. Both Kowalski's and North American Banking Company expect to open by early November of this year.

#### **FOLLOW-UP DISCUSSION - EDA AND EDC WORK PLANS FOR 2016-2017**

Simonson stated that the EDC appreciated the joint discussion with the Council and EDA and they are suggesting the groups meet at least a couple of times a year.

An updated BRE business visit list has been completed by the EDC, with 6 businesses identified for BRE visits in the next few months. Westinghouse Company management has completely changed so that company has been moved up on the priority list to begin to establish relationships with the new management. The goal is to meet with several new companies not previously visited along with some original BRE businesses that haven't been visited in several years. Staff will coordinate schedules of the visits and inform the EDA members.

Ally Financial Services would also like to have City officials come for a tour, as they are very pleased with their new site in the Shoreview Corporate Center.

#### **ADJOURNMENT**

**MOTION:** by Martin, seconded by Myrland, to adjourn the meeting. President Johnson declared the meeting adjourned at 6:24 p.m.

**VOTE:**

**Ayes - 5**

**Nays - 0**

# **SHOREVIEW ECONOMIC DEVELOPMENT COMMISSION**

## **Meeting Minutes**

**June 21, 2016**

### **ROLL CALL**

Chair Josh Wing called the meeting of the Economic Development Commission on June 21, 2016 to order at 7:30 a.m. with the following members present: Jason Schaller, Mike Tarvin, Kirk VanBlaircom, Jeff Washburn, and Jonathan Weinhagen. Members Sue Denkinger and Dave Kroona had excused absences.

Also attending was Assistant City Manager and Community Development Director Tom Simonson.

### **ACCEPTANCE OF AGENDA**

Commissioner Weinhagen, seconded by Commissioner Washburn, moved to accept the agenda as presented.

**Vote: 6 AYES      0 NAYS**

### **APPROVAL OF MINUTES**

Commissioner Washburn, seconded by Commissioner Schaller, moved to accept the minutes of April 19, 2016 as presented.

**Vote: 6 AYES      0 NAYS**

### **INFORMATION EXCHANGE**

#### **Staff Information**

Simonson provided the following information and news to the Commission:

#### ***Economic Development Authority Update***

At their June 8<sup>th</sup> meeting, the EDA discussed the following items on their business agenda:

- The EDA formally adopted an updated Work Plan for 2016-2017 that establishes goals and priorities in the areas of economic development, redevelopment, and housing.
- The EDA reviewed and discussed issues and challenges to attracting new restaurants to the community. The EDA also discussed the role the City should play in attracting and facilitating additional dining choices to serve our residents and businesses. Staff will discuss this topic in greater detail later in the agenda.

#### ***City Council and Planning Commission Updates***

Simonson gave a summary of recent actions and approvals of projects by the City Council and Planning Commission, including:

- Odds and Ends Again – the City gave approval of a building expansion for additional retail and warehousing space at their 1080 County Road E location.

- North American Banking Company – the City Council approved the site and building plans for a new bank/office building to be constructed on a new parcel in the Kowalski's parking lot. A development agreement has been executed and construction is expected to begin soon once the building permit has been issued.
- Kowalski's Market – Kowalski's has been issued a full building permit for construction on the major interior and exterior renovations of the former Rainbow Foods building. They have already begun interior demolition work in preparation for the construction project. The entire site will be upgraded including the parking lot, lighting, landscaping, and signage. Kowalski's expects to open their new grocery store and operations in mid-November of this year. The City's contractor for the public improvement project to install a new left-turn lane access into the Kowalski's property from eastbound Highway 96 has completed the work. The turn lane and new access was critical to securing Kowalski's to the property.
- Elevage Housing/Retail Project – Agreements and related documents have been executed with the Elevage Development Group on their mixed-use development project that will include 134 apartments, ground floor retail space, and 14 townhomes. The homes at 185 County Road E and 3500 Rustic Place are scheduled to be burned by the Lake Johanna Fire Department for training purposes on June 25<sup>th</sup>. A building permit will soon be issued by the City, and construction should begin in July on the project that is expected to take 18-24 months to complete.

## **GENERAL BUSINESS**

### **A. Business Retention & Expansion Program**

Simonson said the City has begun to reach out to the businesses selected by the EDC for business visits in the next several months. Ally Financial Services has proposed a tour of their new Shoreview offices along with a business visit, and they will get back to us on possible dates as they have some out of state managers that would like to participate. He added that the top management at Westinghouse is all new and has been put in contact with the new local facility manager. He will send out notices to EDC and Council members once some prospective dates for BRE visits are determined.

Commissioner Washburn said that it is important to have return visits to some of our key companies like Deluxe, PaR and Westinghouse. We actually have had EDC meetings at those locations and maybe we should try that again in the future.

### **B. EDC and EDA Work Plans for 2016-2017**

Simonson reviewed the recently adopted EDA work plan with the EDC. He noted that in addition to updating some of accomplishments and current projects, the EDA also added specific items to the work plan including a reference to working on economic development and business matters with Ramsey County and State. Also added to the work plan was continued collaboration and communication with the EDC to reflect the close working relationship between the two groups.

Commissioner Washburn noted that both the EDA and EDC work plans mention meeting at least once a year, but he said the good discussion held at the recent joint meeting shows it's important to meet more



often since both work plans are so connected. He suggested the groups try to meet several times a year. Simonson said he would try to arrange and bring this up to the EDA to see if we can more regularly hold joint meetings.

Chair Wing said that both of the work plans are very aggressive and full of important items. Commissioner Washburn agreed and noted that the City has had good success on a number of goals.

### **C. Restaurant Attraction**

Simonson noted that the EDA also incorporated the issue of how the City can influence attracting more restaurants to the community, something our residents and businesses have long desired. He reviewed the findings of the McComb Group market analysis the EDA had prepared on market conditions and factors to attracting restaurants. A number of factors are involved including lack of vacant commercial land, high land values, market conditions, and prime locations requiring major redevelopment.

EDC members provided feedback and discussed potential locations that would be very attractive for restaurants but would require redevelopment and/or costly property acquisition such as the Shoreview Village Mall, residential properties along Highway 96 on Snail Lake, or the Union Gospel Mission site. EDC members also agreed with the EDA's direction that it is appropriate for the City to financially participate in redevelopment projects that have community significance but that we should not directly provide financial assistance to attract restaurants.

### **D. Business and Development Updates**

#### ***Children's Health Care Property***

The Children's property site is still under option by Ryan Companies. They have been talking to a company based in Roseville that is out of expansion options within their site and the City. Ryan Companies has responded to the RFP that was put out highlighting their needs. They have also approached the City about tax increment financing assistance due to the strong competition in the north metro market where some cities are offering cheaper land and/or lease rates.

#### ***Shoreview Corporate Center***

City staff continues to work with Eagle Ridge Partners on their exploration of major upgrades to the vacant and outdated 1005 Gramsie Road building. It does qualify for TIF and they are looking to add in a center atrium style to this building as well to make it a multi-tenant space.

#### ***Schwab-Vollhaber-Lubratt***

SVL is looking at their expansion needs and have discussed several development/property options with City staff. The goal is for the City to retain this growing BRE company in Shoreview.

### **ADJOURNMENT**

Commissioner Weinhausen, seconded by Commissioner Schaller, moved to adjourn at 8:32 a.m.

**Vote: 6 AYES      0 NAYS**

## CALL TO ORDER

## ROLL CALL

Commissioner Thompson was absent.

## APPROVAL OF AGENDA

**VOTE:**                      Ayes - 6                      Nays - 0

## APPROVAL OF MINUTES

**VOTE:**            **Ayes - 5**        **Nays - 0**        **Abstain - 1 (Ferrington)**

## REPORT ON CITY COUNCIL ACTIONS

- Conditional Use Permit - Matthew & Rachel Karel, 863 Tanglewood Drive
- Rezoning - Max Segler - Sunview Court
- Site and Building Plan Review/Comprehensive Sign Plan - North American Banking/Sidal Realty Corporation - 4XX West Highway 96
- Site and Building Plan Review - Stephen LaLiberte - 1080 W. County Road E

## **NEW BUSINESS**

### **PUBLIC HEARING - PRELIMINARY PLAT**

**FILE NO.:** 2620-16-19  
**APPLICANT:** EAGLE RIDGE PARTNERS  
**LOCATION:** 4000 LEXINGTON/1005 GRAMSIE/1020, 1050, 1080 COUNTY ROAD F

#### **Presentation by City Planner Kathleen Castle**

Eagle Ridge Partners has submitted a preliminary plat to replat the Shoreview Corporate Center. The new plat makes minor property boundaries adjustments to better align parking for the buildings and readjust impervious surface coverage for each parcel. The Corporate Center consists of 5 buildings totaling 533,000 square feet of office, warehouse and manufacturing space. The challenges facing the Center are lack of sufficient parking and the condition of 1005 Gramsie Road that is under renovation. The City allows on-street parking which provides 92 parking spaces.

The property consists of 34.6 acres and is platted as four parcels. Adjacent land uses are high and medium density residential, tower and commercial. Arden Hills is immediately to the west. Currently, there are dedicated easements for ponding, flowage, roadway and utilities and will be required to remain in place. A Declaration of Easements, Restrictions, Covenants and Conditions will allocate parking for each building. Shared parking is allowed, but tenants are encouraged to park on their own lot.

Lot 3 requires a higher parking ratio because of the building has an Office use. Eagle Ridge plans to renovate the building on Lot 4 and find a tenant whose parking requirements do not exceed what is provided on the property. Parking on the other parcels will not be impacted by minor changes to lot boundaries. With the lot line changes and proposed improvements there will be an increase in overall impervious surface coverage slightly from 73.7% to 74.2%. The maximum allowed is 75%.

Notice was published in the City's legal newspaper, and property owners within 350 feet were notified of the proposal. Arden Hills was also notified and responded stating the city has no concerns. No other concerns have been expressed. The proposal is consistent with the Subdivision Code, Development Code and PUD. Staff is recommending the application be forwarded to the City Council with a recommendation of approval, subject to the conditions listed in the staff report.

Commissioner Solomonson noted the building to be renovated is for warehouse and office use. Warehouse use requires much less parking. He asked if warehouse use might no longer exist after renovation. Ms. Castle agreed that is possible, but the City will want to make sure there is adequate parking on-site. The building use will be determined by a prospective tenant. The developer has stated that a new tenant will be one that has adequate parking with what is provided. It is unlikely that a tenant would choose the location if parking is insufficient.

Commissioner McCool asked if there was any discussion about not replatting but only amending the Declarations and Covenants, as shared parking is already provided. Ms. Castle responded that with the improvements proposed, staff requested as much compliance as possible, which led to readjusting lot lines and a new plat.

Commissioner Ferrington noted that after readjustment to lot lines two parcels will still exceed the amount of impervious surface allowed. She asked if there was discussion about using pavers for parking space to decrease the amount of impervious surface. Ms. Castle stated that budget limitations do not allow the use of pavers.

Commissioner Peterson asked the applicant to comment on the parking being allowed for Land O'Lakes in Arden Hills.

The City Attorney stated that he has reviewed all documentation and the public hearing is in order.

Chair Doan opened the public hearing.

**Ms. Kris Harris**, Eagle Ridge Partners, explained, in response to Commissioner Peterson, that the reconstruction on Lexington is causing parking issues on the Land O'Lakes campus in Arden Hills. As part of Land O'Lakes is located in the Shoreview Corporate Center, Eagle Ridge was approached to provide temporary parking through the construction period. She stated that the reason to replat and change lot lines is an effort to align the property size to the parking ratios required by the different buildings in the Center when fully occupied.

Commissioner Solomonson asked if there will be sufficient parking when all the space is leased. **Ms. Harris** stated that with the renovation of the building at 1005 Gramsie, it is understood that there is not enough parking for full office development. The developer is seeking a tenant that will find sufficient parking with what is provided.

Commissioner McCool asked if parking will be assigned. **Ms. Harris** stated that it is expected that parking will be closest to the facility being used. If there is not enough parking, vehicles will park in adjacent lots. The Declarations allow for this shared parking. She is not planning signage requiring parking in certain areas.

Chair Doan asked the condition of the building at 1005 Gramsie, and what the developer sees for potential use of the building. **Ms. Harris** stated that the building has been vacant for over eight years. The site will be redeveloped to alleviate conditions to better attract a user. The building is planned for mixed use with warehouse, office and manufacturing.

There were no comments or questions from the public. Chair Doan closed the public hearing.

Commissioner Ferrington encouraged the developer to reconsider and use some type of pervious surface for some of the parking as an example to the community.

Commissioners expressed their support of this application of straight forward improvements.

**MOTION:** by Commissioner Peterson, seconded by Commissioner Solomonson to recommend the City Council approve the preliminary plat submitted by Eagle Ridge Partners for the Shoreview Corporate Center, (4000 Lexington Avenue, 1005 Gramsie Road and 1020/1050/1080 County Road F). Said approval is subject to the following:

**Preliminary Plat**

1. The approval permits minor adjustments to the lots within the plat to better align the parking needs for the development and adjust impervious surface coverage for each lot.
2. The Declaration of Easements, Restrictions, Covenants and Conditions shall be amended to reflect the changes in the parking provided for each lot within the Plat. This Declaration shall be submitted to the City Attorney for review and approval prior to the release of the Final Plat. Executed and recorded copies of the Declaration shall be submitted to the City.
3. Drainage and Utility Easements shall be dedicated over the stormwater ponding areas and as required by the Public Works Director.
4. Prior to submittal of the Final Plat application, an analysis by a licensed Architect shall be completed for the 1005 Gramsie Road building to determine compliance to the Building Code. This analysis shall be submitted to the Building Official for review and approval.

This approval is based on the following findings of fact:

1. The proposed land use is consistent with the designated business park land use in the Comprehensive Plan.
2. The proposed subdivision complies with the subdivision standards identified in the City's Development Code and is consistent with the approved PUD.

**VOTE:**                      **Ayes - 6**                      **Nays - 0**

**RESIDENTIAL DESIGN REVIEW / VARIANCE**

**FILE:**                      **2619-16-18**  
**APPLICANT:**            **JAYME BRISCH/WILLET REMODELING**  
**LOCATION:**                **3275 OWASSO HEIGHTS ROAD**

**Presentation by Senior Planner Rob Warwick**

This application is for the purpose of constructing improvements to the existing one-story home on the subject property. The proposal seeks to add a 624 square foot second story on the existing house and add 576 square feet to the rear of this single story house. The property is a non-riparian lot zoned R-1, Detached Residential. The lot is substandard with 8,401 square feet of area, which is less than the minimum required of 10,000 square feet; and the 50-foot lot width is less than the required 75 feet. Therefore, the property is subject to the design standards adopted by the City.

Two variances are requested. The proposed expansion exceeds the existing 1600 square foot foundation area by 17 feet, which requires a variance. The proposal results in approximately 1345 square feet of living space on the main floor and a total of approximately 2000 square feet with the second floor addition. The proposal complies with all setback requirements except the north lot line. The additions would have a 5-foot setback from the north lot line, the existing setback of the house. This is less than the 10-foot minimum and requires a variance. The house to the north is just over 6 feet from the lot line which makes the distance between the two houses approximately 12 feet. There is a detached garage of 240 square feet, which the applicant wishes to retain.

The applicant states that practical difficulty exists with the location and dimensions of the existing house. The improvements are intended to enlarge and modernize the existing small house. To use the same width for the addition requires using the existing setback.

Staff supports reinvestment in the property and finds the proposal to be consistent with the Land Use and Housing Chapters of the Comprehensive Plan. Practical difficulty does exist with the substandard lot size and small house built in the 1920s. A setback of 5 feet was common when this neighborhood was developed. The neighborhood has a mix of housing styles and ages. It is unlikely that the character of the neighborhood would be impacted.

However, staff has concerns about the design and potential impacts. There are a number of issues that support denying the variance requests. On substandard riparian lots an existing side setback of 5 feet can be reused if the expansion is a single story. Staff believes a single story addition would be more in line with the intent of the Code and would have less impact. A larger building mass should comply with code, a 10-foot minimum setback. The design of a shed roof keeps the height low but places the roof peak 5 feet from the lot line. A large wall effect will result on the north elevation. The applicant states larger costs for an addition that does not use a 'nominal' dimension, but staff believes that economic circumstances alone do not show practical difficulty.

Property owners within 350 feet were notified of the proposal. Two comments were received in support of the project. Three comments were received expressing concern about visual impact. Staff recommends tabling the application for revisions.

Commissioner McCool noted a discrepancy between staff's impervious surface calculation and what is shown on the survey. Mr. Warwick explained that code does not require the retaining wall and deck to be included in the calculation which is the difference.

Commissioner Ferrington asked for a review of the intent of code in regard to foundation area and lot coverage of the total lot size. Mr. Warwick stated that lot coverage on a standard lot allows 40% impervious surface coverage. In order to retain sufficient green area on substandard lots, the amount of impervious surface coverage is reduced. Building height and foundation area describe architectural mass. Code requirements are an effort to keep structures proportional to the lot size. The setback requirements are generally applied throughout the R1 Detached Residential District. On non-riparian lots, architectural mass is defined in terms of what is compatible with the neighborhood. There is no defined housing style in this neighborhood.

There is a large deviation in lot sizes and house sizes. The north wall of the house is approximately 1000 square feet with three windows. It is recommended that large wall effects not be allowed.

Commissioner Ferrington recalled another application when a second story addition was allowed to jog in 5 feet, so that the addition setback would be in compliance with the 10-foot minimum. She suggested that could be a potential solution.

Commissioner Solomonson asked if the addition to the back of the house could be shifted 5 feet to comply with the 10-foot setback. Mr. Warwick stated that this has not been discussed with the applicant, but shifting that portion and making it the two-story addition may be a better solution.

**Mr. Mike Lyden**, 3262 Owasso Heights Road, referred to the letter he submitted to the Commission. His question is in regard to practical difficulty. The difficulty with the application is one of economics. The structure will last a long time. The wall effect on the north side will definitely impact the neighbors to the north and decrease their property value. The homes along that side of the road will all see the two-story wall. At what point is practical difficulty equated to cost. This is the time to move the foundation and do it right for the next hundred years.

**Mr. Scott Ricks**, Willet Remodeling, Applicant, stated that the reason the second story is designed off the existing house is to gain maximum square footage. The rear addition can be moved over to comply with the 10-foot setback, but the foundation area will still be over 1600 square feet. A second plan has been designed that would have the second story off the new addition at the rear of the house, but that is not the preferred aesthetic. The roof was not split in order to keep the water flowing away from the north lot line where it can be managed on the property. Rain gardens are planned, and the applicant has applied for grants to help with those costs. It is possible to put more windows on the north wall, but again adds to the cost. The applicant is staying off-site during this process. Construction is already two months behind. If the original design cannot be approved, he would request the Commission review the second option.

Commissioner Solomonson asked the condition of the existing home and whether a new foundation could be laid. **Mr. Ricks** stated that the existing foundation has been repaired and appears to be sound. If a new foundation were done, it would add \$40,000 to \$60,000 to the cost. If the second story is put on the back addition, the dimensions would be 23 x 24, and a variance would not be needed. The nominal cost would be lost, as that would add \$2,000 to \$3,000 to the project. Commissioner Solomonson asked if the new roof would be a shed roof. **Mr. Ricks** explained that the current roof is a hip roof and not designed for a new addition. The new roof would be a shed roof to alleviate any water problems.

Commissioner McCool asked if the two stories were considered on the east side. **Mr. Ricks** stated that approach was considered, but there would be a loss of square footage. The preferred option is approval of the additional 17 feet to put the addition on the existing house proposed with a 5-foot setback; the back addition could be shifted to comply with the 10-foot setback.

Commissioner Solomonson stated that the big concern is the 5-foot setback to the north. He would like to see other options presented. It is difficult to argue against a house that has been on the property since the 1920s, but the addition should comply with the 10-foot setback requirement.

Commissioner Peterson stated that this house is in need of reinvestment, as other houses have been remodeled in the neighborhood. Other two-story houses, however, do not have the setback issue. This application has been with the City only two weeks. He would support tabling the application to take time to review design revisions to the proposal.

Commissioner McCool stated that he does not support the 5-foot setback for the addition because of the wall view to the north. He does not want the Commission to enter into design work, but he would like to see any revised plans for discussion. A decision cannot be made at this meeting.

Chair Doan agreed the Commission should have the revised plans to consider. **Mr. Ricks** distributed copies of a revised plan that would be in full compliance by moving the expansion over to the 10-foot setback with two stories to avoid a wall on the north side.

Chair Doan asked if the foundation area would still be an issue. **Mr. Ricks** stated that if the dimensions were 24 x 23, the foundation area would be within code.

Ms. Castle stated that although a revised plan is in compliance with no requested variances, a Residential Design Review would still be required. The plan would have to be brought back to the Planning Commission.

Commissioner McCool stated that he likes the two story design on the older portion of the house because it will look better. The revised design will create a wall effect in the back yard. Any way that the north wall can be broken up with more windows or other features is what he wants to see.

Chair Doan stated that he favors tabling the application. There are a number of different ways the design could be presented. The Commission cannot design the plan. The applicant needs to work with staff.

A representative from Willet Remodeling asked if there is agreement on a specific design. Chair Doan responded that although he appreciates the concern the developer is showing for his client, he cannot commit his support until a new plan is presented. The Commission has offered comments and feedback.

MOTION: by Commissioner Solomonson, seconded by Commissioner Ferrington to table the variance request to increase the allowed foundation area from 1,600 sq. ft. to 1,617 sq. ft., to reduce the side setback to 5-feet for the second floor and rear additions, and the residential design review application submitted by Jayme Brisch and Willet Remodeling for the property located at 3275 Owasso Heights Road to provide the applicants the opportunity to revise their plans to better



conform to the spirit and intent of City Code and the design standards specified in Section 207.050(D).

Commissioner McCool offered an amendment, seconded by Commissioner Ferrington that staff shall send a notice to the applicant extending the 60-day review period under Minnesota Statue 15.99.

<b>VOTE ON AMENDMENT:</b>	<b>Ayes - 6</b>	<b>Nays - 0</b>
<b>VOTE ON MOTION AS AMENDED:</b>	<b>Ayes - 6</b>	<b>Nays - 0</b>

**TEMPORARY SALE/EVENT PERMIT APPLICATION\***

**FILE NO:** 2622-16-21  
**APPLICANT:** SHEPHERD OF THE HILLS CHURCH  
**LOCATION:** 3920 VICTORIA STREET

**Presentation by Senior Planner Rob Warwick**

The applicant is seeking a permit to allow a weekly farmers' market at the church on Wednesdays from 3:00 to 7:00 p.m. There would be a maximum of 10 vendors with fresh produce, flowers, baked goods and local wares. The market would take place each week from July 6th to October 12th.

Vendors will be located in the parking area west of the church entrance. The area used by vendors will be controlled with traffic cones. Customer access is by a driveway off Victoria Street and a driveway off Gramsie Road. A 4- x 8-foot sign next to the vendors will announce the event and will be displayed Tuesday afternoons through the end of the market on Wednesday.

City permit standards include:

- No health, safety or welfare issues
- Hours can only be between 7:00 a.m. and 10:00 p.m.
- Parking and traffic safety must be considered
- One sign is allowed
- The site must be maintained and restored after the event

Staff finds that the event complies with code standards. The proposed sign must be set back a minimum of 5 feet from the property line. It is unknown the number of customers that will be attracted, which makes any traffic and/or parking issues also unknown.

Property owners within 350 feet were notified of the application. Three written comments were received in support of the event. One caller objected to the church operating as a business. The Lake Johanna Fire Department requires access to the church building. Vendors must be confined to parking stalls with maneuvering aisles left open. Ramsey County Public Works noted that

there is heavier traffic on Victoria. If traffic problems occur, the church needs to remain open to altering traffic control. There is also an access off Gramsie Road. Staff does not believe that there will be traffic issues.

Staff recommends the application be forwarded to the City Council for approval. The conditions listed in the motion are the code requirements.

Commissioner Peterson asked what local wares includes. Mr. Warwick answered that crafts will be sold.

Commissioner Wolfe asked the reason for the particular location on the site. Another location would eliminate the concern by the Fire Department for access. Mr. Warwick explained that one reason is to use access from both Victoria and Gramsie.

**Ms. Miranda Oliver**, Director of Operations at Shepherd of the Hills, added that the location chosen is due to keeping fire hydrants clear for the Fire Department. There is a wide drive in front of the church, but there are no parking spaces there. In response to Commissioner Peterson, local wares refers to lip balm and lotion made from honey by one of the vendors.

**MOTION:** by Commissioner Solomonson, seconded by Commissioner Wolfe to recommend the City Council approve the Temporary Sale/Special Event Permit application submitted by Shepherd of the Hills Church to hold a weekly farmers market Wednesday afternoons (3pm to 7pm) during the period July 6 – October 12. This approval is subject to the following conditions:

1. The event shall not cause a public nuisance because of noise, air pollution, traffic congestion or failure to properly maintain the site. The event shall comply with all relevant building, fire and safety codes.
2. The permit is valid during the period July 6 until October 12, 2016, and authorizes one market to be held each Wednesday.
3. The hours of operation shall be limited to 3PM until 7PM, with setup and teardown occurring during the two hours prior to and after the event.
4. The event shall not cause a traffic hazard. The Director of Public Works is authorized to revise the approved access and parking plan should conditions warrant changes.
5. Ample parking must be provided to accommodate expected visitors.
6. One sign is permitted for this event, and the sign area shall not exceed 32 square feet. One temporary sign permit will be required for the season, provided the sign is removed and reinstalled each week. The sign shall be located a minimum of 5-feet from any property line and shall not interfere with traffic safety.
7. No structures requiring a building permit shall be permitted in association with the event (excluding tents and temporary shelters).
8. The site shall be maintained and cleaned during the temporary event and shall be restored to its original condition no later than 9PM each Wednesday following the sale event.
9. The Special Event Permit application may, in future years, be eligible for administrative review and approval, subject to compliance with the conditions enumerated above.

This approval is based on the following findings:

1. The Event complies with the standards specified in City Code.

**VOTE:       AYES - 6**

**NAYES - 0**

## MISCELLANEOUS

Commissioners Solomonson and Wolfe will respectively attend the July 5, 2016 and July 18, 2016 City Council meetings.

A Joint Planning Commission/Environmental Quality Committee Workshop will be held on Wednesday, June 29, 2016, at Oak Hill Montessori School.

## ADJOURNMENT

MOTION: by Commissioner Peterson, seconded by Commisioner Solomonson, to adjourn the meeting at 9:07 p.m.

**VOTE:**

**Ayes - 6**

**Nays - 0**

ATTEST:

Kathleen Castle  
City Planner

## MOTION SHEET

MOVED BY COUNCILMEMBER \_\_\_\_\_

SECONDED BY COUNCILMEMBER \_\_\_\_\_

To approve the following payment of bills as presented by the finance department.

Date	Description	
07/21/16	Accounts payable	\$433,485.80
07/22/16	Accounts payable	\$177,417.31
07/27/16	Accounts payable	\$138,439.24
07/27/16	Accounts payable	\$311,673.89
	<b>Sub-total Accounts Payable</b>	<b>\$ 1,061,016.24</b>
06/24/16	Payroll (including direct deposits)	\$200,042.95
	<b>Sub-total Payroll</b>	<b>\$ 200,042.95</b>
	<b>Total</b>	<b>\$ 1,261,059.19</b>

ROLL CALL:	AYES	NAYS
Johnson		
Quigley		
Wickstrom		
Springhorn		
Martin		

8/1/2016 Council Meeting

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
MALIKOWSKI, RODNEY P.	SOFTBALL UMPIRE JUNE 2 & 9	225	43510	3190		001	-\$96.00	-\$96.00
A & L SUPERIOR SOD, INC	SOD WATER WATER MAIN AND SEWER REPAIRS	601	45050	2280		002	\$94.00	\$188.00
		602	45550	2280		002	\$94.00	
ARCADE CONCRETE CONSTRUCTION I	STREET ESCROW RED 4909 MAYWOOD RES 16-63	101	22020				\$1,000.00	\$1,000.00
ARMSTRONG, KATHRYN	PASS APREGF TYPE: ANNUAL MEMBERSHIPS PA	220	22040				\$334.92	\$334.92
ASSOCIATION MAINTENANCE, LLC	TALL GRASS AT 329 LILAC LANE	101	11700				\$73.50	\$73.50
BEICH, DAVID	RSV# 1292260 REFUND REFUND	220	22040				\$500.00	\$500.00
BERDAHL, PHIL	REFUND CLOSING OVRPYMT-4768 ANDERSON LN	601	36190			003	\$139.81	\$139.81
BOHANAN, MICHELLE	RSV# 1299142 REFUND REFUND	220	22040				\$25.00	\$25.00
BROOKLYN PARK DRUM & BUGLE COR	PARADE ENTERTAINMENT FOR SLICE	270	40250	3190		005	\$500.00	\$500.00
C & E HARDWARE	HARDWARE FOR SKIMMER	701	46500	2220		002	\$11.06	\$11.06
CANADIAN PACIFIC RAILWAY COMPA	RENTAL FEE - TRAIL PEDESTRIAN BRIDGE	101	43450	3190			\$300.00	\$300.00
CARDA, RYAN	FARMERS MARKET 8/9	220	22040				\$125.00	\$125.00
CASEY, DONALD OR LOIS	REFUND CLOSING OVRPYMT-5698 SILVERTHORN	601	36190			003	\$14.19	\$14.19
COMCAST	COMMUNITY CENTER CABLE	220	43800	3190		001	\$185.44	\$185.44
COMMERCIAL FURNITURE SERVICES	REPAIR SUPPLIES FOR CITY HALL DESK	220	43800	2240		001	\$49.22	\$49.22
CUB FOODS	ADVENTURE QUEST SUPPLIES	225	43590	2175		002	\$49.96	\$49.96
CUB FOODS	ADVENTURE QUEST SUPPLIES	225	43590	2175		003	\$27.52	\$27.52
DEROCHE, WILLIAM	REFUND CLOSING OVRPYMT-4533 BRIDGE CT	601	36190			003	\$152.40	\$152.40
DIFBLEY, SHELLEY	VOLLEYBALL CAMP	220	22040				\$180.00	\$180.00
DISCOUNT SCHOOL SUPPLY	SUMMER DISCOVERY SUPPLIES	225	43535	2170		002	\$2.69	\$2.69
DYNAMEX INC	DELIVERY TO EAGAN POST OFFICE - 6/28/16	601	45050	3220		001	\$27.75	\$55.50
		602	45550	3220		001	\$27.75	
FATKHIYEV, NATHANIEL L	SOCCER REF JUNE 29,JULY 11 & 13	225	43510	3190		007	\$120.00	
GAGNE, MARY	AQUA FIT	220	22040				\$136.00	\$136.00
GAIA POWERS	MYSTERY TRIP TO OWATONNA & LUNCH	220	22040				\$75.00	\$75.00
GENESIS EMPLOYEE BENEFITS INC	FLEX - MED/DEPENDENT CARE 07-15-16	101	20431				\$274.67	\$437.17
		101	20432				\$162.50	
GERTENS WHOLESALE	MATERIALS FOR EAB INJECTION PROGRAM	101	43900	2180			\$2,251.30	
GJELHAUG, CHRISTINA	RSV# 1299130 REFUND REFUND	220	22040				\$25.00	\$25.00
GOODPOINTE TECHNOLOGY INC	ROAD CONDITION SURVEY 2016 68% COMPLETE	404	42200	3190			\$5,280.00	
GRANDMA'S BAKERY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$17.86	\$17.86
GRANDMA'S BAKERY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$17.86	\$17.86
GRANDMA'S BAKERY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$16.94	\$16.94
GRANDMA'S BAKERY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$16.94	\$16.94
GRANDMA'S BAKERY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$16.94	\$16.94
GRANDMA'S BAKERY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$16.94	\$16.94
GRANDMA'S BAKERY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$17.86	\$17.86
GRANDMA'S BAKERY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$16.94	\$16.94
GRANDMA'S BAKERY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$16.94	\$16.94
GRANDMA'S BAKERY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$16.94	\$16.94
GRANDMA'S BAKERY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$16.94	\$16.94
GRANDMA'S BAKERY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$16.94	\$16.94
GRANDMA'S BAKERY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$16.94	\$16.94
GRANDMA'S BAKERY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$16.94	\$16.94
GRANDMA'S BAKERY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$16.94	\$16.94
GRUDNOSKE, CHERYL	RSV# 1292283 REFUND REFUND	220	22040					

## COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
HOME DEPOT CREDIT SERVICES	SUMMER DISCOVERY SUPPLIES	225	43535	2170		001	\$6.98	\$6.98
HOME DEPOT CREDIT SERVICES	ADVENTURE QUEST SUPPLIES	225	43590	2175		002	\$73.92	\$73.92
HOME DEPOT CREDIT SERVICES	PUPPET WAGON SUPPLIES	225	43590	2175		001	\$28.86	\$28.86
HYBBEN, BRENT	REFUND CLOSING OVRPYMT-3307 CHURCHILL ST	601	36190			003	\$160.00	\$160.00
INSTITUTE INC., AL-AQSA	RSV# 1292263 REFUND REFUND	220	22040				\$50.00	\$50.00
JEFF SMITH LLC	PAYMENT FOR TKD SUMMER A	225	43530	3190			\$1,137.50	\$1,137.50
JUECKSTOCK, JOEL	REFUND CLOSING OVRPYMT-1036 COTTAGE PL	601	36190			003	\$70.00	\$70.00
KAJER, HOLLY	AQUATICS - SWIM TEAM	220	22040				\$108.00	\$108.00
KOIVISTO, JAMIE	RSV# 1299140 REFUND REFUND	220	22040				\$25.00	\$25.00
KUEHN, ALICIA	RSV# 1299145 REFUND REFUND	220	22040				\$25.00	\$25.00
LILLIE SUBURBAN NEWSPAPERS INC	P2 LILLIE NEWS READERS CHOICE CC/FM AD	220	43800	2201			\$50.00	\$50.00
LIND, TYLER	REFUND CLOSING OVRPYMT-265 LILAC LANE	601	36190			003	\$14.86	\$14.86
LITTLE RED HEN PROPERTIES	REFUND CLOSING OVRPYMT-1075 GLENHILL RD	601	36190			003	\$20.68	\$20.68
LOUWAGIE, VINCENT	REFUND CLOSING OVRPMT-5968 RIDGE CREEK	601	36190			003	\$164.21	\$164.21
LYNAM, SCOTT		220	22040				\$76.00	\$76.00
MALIKOWSKI, RODNEY P.	SOFTBALL UMPIRE JUNE 2 & 9	225	43510	3190		001	\$96.00	\$96.00
MARKO, ZACHARY	FLOOR HOCKEY CAMP	220	22040				\$90.00	\$90.00
MAXIMIZE PROPERTY MANAGEMENT	REFUND CLOSING OVRPYMT-1783 OAKWOOD DR	601	36190			003	\$38.53	\$38.53
MCGRATH, TIM	REFUND CLOSING OVRPYMT-1330 MEADOW AVE	601	36190			003	\$175.00	\$175.00
MCVEAN, JENNIFER	RSV# 1292264 REFUND REFUND	220	22040				\$25.00	\$25.00
MENARDS CASHWAY LUMBER *MAPLEW	STAKES FOR SIGNS	101	42200	2180		003	\$23.96	\$23.96
MIDWEST CIVIL CONSTRUCTORS, LLC	CONTRACTOR PAYMENT #3 16-01,16-02,16-07	578	47000	5900			\$271,953.42	\$314,948.78
		449	47000	5900			\$40,327.76	
		452	47000	5900			\$2,667.60	
MILLER, CHARLES OR GEORGIANNA	REFUND CLOSING OVRPYMT-701 SCHIFSKY RD	601	36190			003	\$144.15	\$144.15
MILLER, DEANNA K.	SUMMER KNITTING CLASS	225	43590	3174		003	\$64.00	
MILLER, DEANNA K.	SUMMER CROCHETING CLASS	225	43590	3174		003	\$112.00	\$112.00
MILLER, RENEE	SNORKELING	220	22040				\$22.00	\$22.00
MINNESOTA DEPT LABOR AND INDUS	BUILDING SURCHARGE REPORT:JUNE 2016	101	20802				\$2,663.02	\$2,609.76
		101	34060				-\$53.26	
MINNESOTA HISTORICAL SOCIETY	SUMMER DISCOVERY FIELD TRIP	225	43535	3190		001	\$1,264.00	\$1,264.00
MINNESOTA SOCCER HOLDINGS, LLC	MN UNITED SOCCER CAMP	225	43510	3190		012	\$2,080.00	\$2,080.00
MINTERWEISMAN CO DBA CORE-MARK	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$330.12	\$330.12
MINTERWEISMAN CO DBA CORE-MARK	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$377.73	\$377.73
OLSON, KIM	REFUND CLOSING OVRPYT-5644 ROYAL OAKS DR	601	36190			003	\$48.24	
OLSON, PAUL	PICKLEBALL ACADEMY	225	43510	3190		019	\$1,747.20	\$1,747.20
ORIENTAL TRADING COMPANY	PUPPET WAGON SUPPLIES	225	43590	2175		001	\$129.96	\$129.96
ORIENTAL TRADING COMPANY	PRESCHOOL SUPPLIES	225	43555	2170			\$18.95	\$18.95
ORIENTAL TRADING COMPANY	ADVENTURE QUEST CARNIVAL SUPPLIES	225	43590	2175		001	\$665.75	\$665.75
ORKIN EXTERMINATING CO INC.	PEST CONTROL CC AND CITY HALL	220	43800	3190		004	\$171.93	\$171.93
PAPE, DAWN	RSV# 1292278 REFUND REFUND	220	22040				\$25.00	\$25.00
PERRY, MIKE	RSV# 1292281 REFUND REFUND	220	22040				\$25.00	\$25.00
PLUG'N PAY TECHNOLOGIES INC.	JAN/RETAIL/CC FEES	220	43800	4890		002	\$134.56	\$310.50
		225	43400	4890			\$175.94	
PLUG'N PAY TECHNOLOGIES INC.	JUN/ECOMM/CC FEES	220	43800	4890		002	\$1.34	
		225	43400	4890			\$31.81	\$33.15
PORATH, LYNN	RSV# 1298432 REFUND REFUND	220	22040				\$114.25	\$114.25
POSTMASTER	DEPOSIT IN PERMIT IMPRINT 5606-SHOREVIEW	602	45550	3220		001	\$500.00	
		601	45050	3220		001	\$500.00	\$1,000.00
PRESS PUBLICATIONS	SUMMER CAMP GUIDE WHITE BEAR PRESS	220	43800	2201			\$386.00	
PRO-TEC DESIGN	100 SECURITY ACCESS CARDS	101	40210	2180		001	\$293.00	\$293.00

## COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line	Amount	Invoice Amt
RAMSEY CONSERVATION DISTRICT	2ND QUARTER EROSION CONTROL INSPECTIONS	603	45850	3190				\$3,800.40	\$3,800.40
RAMSEY COUNTY HISTORICAL SOCIE	SUMMER DISCOVERY FIELD TRIP	225	43535	3190		001		\$1,116.00	\$1,116.00
RATTE, TOM	AQUATICS - PRESCHOOL	220	22040					\$50.00	\$50.00
REHBEIN'S BLACK DIRT	BLACK DIRT	601	45050	2280		001		\$84.00	\$84.00
RICOH USA, INC.	LEASE: 6502 COPIER/7-21/8-20/16	101	40200	3930		002		\$1,947.00	\$1,947.00
RICOH USA, INC.	LEASE: MPC3003 C84066191/7-23 TO 8-22-16	101	40200	3930		002		\$273.62	\$273.62
ROSE, REID	REFUND CLOSING OVRPYMT-4775 VICTORIA ST	601	36190			003		\$150.58	\$150.58
S & S WORLDWIDE	ADVENTURE QUEST SUPPLIES	225	43590	2175		002		\$14.18	\$14.18
SAM'S CLUB DIRECT	FARMER MARKET GIVEAWAY 7/5/2016	225	43590	2174		001		\$89.60	\$89.60
SAM'S CLUB DIRECT	SUMMER DISCOVERY SNACK	225	43535	2170		004		\$1,311.81	\$1,311.81
SAM'S CLUB DIRECT	SUMMER DISCOVERY SNACKS	225	43535	2170		004		\$631.06	\$631.06
SECA CORPORATION	POWER CORD FOR SCALE	225	43530	2170				\$57.96	\$57.96
SIGNATURE LIGHTING INC	STREET LIGHT REPAIR-1090 CHURCHILL PL	604	42600	3810		003		\$254.65	\$254.65
SIGNATURE LIGHTING INC	STREET LIGHT REPAIR-4410 CHATSWORTH ST	604	42600	3810		002		\$778.18	\$778.18
STARR, ANTHONY	REFUND CLOSING OVRPYMT-3498 VICTORIA ST	601	36190			003		\$100.00	
SULLIVAN, MELISSA OR TOM	REFUND CLOSING OVRPYMT-244 POPLAR DRIVE	601	36190			003		\$17.90	\$17.90
SULLIVAN-NIGHTENGAL, RACHEL	FLOOR HOCKEY CAMP	220	22040					\$100.00	\$100.00
TASC	VEBA ADMINISTRATION FEE: JUNE 2016	101	20416					\$387.20	\$387.20
TDS METROCOM	TELEPHONE SERVICES	101	40200	3210		003		\$1,074.51	\$1,360.59
		101	43710	3210				\$251.07	
		601	45050	3210				\$35.01	
TERAGAWA, MARK	REFUND CLOSING OVRPYMT-700 ARBOGAST ST	601	36190			003		\$21.59	
TJB HOMES INC	EROS, GRADE, ST, TREE 990 OAKRIDGE RES16-63	101	22030					\$2,000.00	
		101	22025					\$1,000.00	\$5,500.00
		101	22020					\$2,500.00	
TOFT, GLENDA	REFUND CLOSING OVRPYMT-1775 PINWOOD DR	601	36190			003		\$12.28	\$12.28
TOKLE INSPECTIONS INC	INSPECTION SERVICES JULY 2016	101	44300	3090				\$5,676.40	\$5,676.40
TOLLBERG HOMES	REFUND CLOSING OVRPYMT-5845 BUFFALO LANE	601	36190			003		\$115.18	\$115.18
TOLLBERG HOMES	EROS, GRADE, TREE RED 5855 BUFFALO RES1663	101	22030					\$2,000.00	
		101	22025					\$1,000.00	
		101	22020					\$250.00	\$3,250.00
TOLLBERG HOMES	EROS, GRADE CERT 5815 BUFFALO RES 16-63	101	22030					\$2,000.00	
		101	22025					\$1,000.00	
U S BANK CREDIT CARD FEES	JUNE 2016 CREDIT CARD FEES	220	43800	4890		002		\$2,773.56	\$7,251.17
		225	43400	4890				\$4,477.61	
UPPER CUT TREE SERVICES INC	WO 16-30 PARK TREE FALLEN ON HOUSE	101	43900	3190		002		\$1,400.00	\$1,400.00
UPPER CUT TREE SERVICES INC	WO 16-23 HAZARD BLVD ASH TREE	101	43900	3190		002		\$420.00	\$420.00
UPPER CUT TREE SERVICES INC	WO 16-25 BLVD ASH REMOVAL DECLINING HLTH	101	43900	3190		002		\$275.00	\$275.00
UPPER CUT TREE SERVICES INC	WO 16-26 BLVD NUISANCE ELM REMOVAL	101	43900	3190		002		\$480.00	\$480.00
VANG, BAO	RSV# 1299125 REFUND REFUND	220	22040					\$500.00	\$500.00
VOLKENANT, TERRI	RSV# 1299115 REFUND REFUND	220	22040					\$50.00	\$50.00
VOSSLER, SAMUEL	SOCCER REF JUNE 28-30 & JULY 11-14	225	43510	3190		007		\$280.00	
VUE, KHA	RSV# 1299138 REFUND REFUND	220	22040					\$500.00	\$500.00
WATSON COMPANY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001		\$8.47	\$8.47
WATSON COMPANY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001		\$731.20	\$731.20
WELSH, NINA	LEISER BASKETBALL CAMP (GRADES 6&7 - BOY	220	22040					\$88.00	\$88.00
WRISTBANDS MEDTECH USA INC	ADVENTURE QUEST WRISTBANDS	225	43590	2175		002		\$217.18	\$217.18
XCEL ENERGY	MAINTENANCE CENTER: ELECTRIC/GAS	701	46500	3610				\$2,937.32	\$3,019.95
		701	46500	2140				\$82.63	
XCEL ENERGY	WELLS: ELECTRIC/GAS	601	45050	3610				\$6,456.82	
		601	45050	2140				\$250.36	\$6,707.18

## COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
XCEL ENERGY	WATER TOWERS: ELECTRIC	601	45050	3610			\$59.24	
XCEL ENERGY	SIRENS: ELECTRIC	101	42050	3190			\$42.24	\$42.24
XCEL ENERGY	COMMUNITY CENTER: ELECTRIC/GAS	220	43800	2140			\$1,541.90	\$24,829.36
		220	43800	3610			\$23,287.46	
XCEL ENERGY	STREET LIGHTS: ELECTRIC	604	42600	3610			\$12,995.05	
XCEL ENERGY	TRAFFIC SIGNAL SHARED W/NORTH OAKS:ELECT	101	42200	3610			\$48.91	\$48.91
XCEL ENERGY	BOOSTER STATION: ELECTRIC	601	45050	3610			\$227.74	\$227.74
XCEL ENERGY	SURFACE WATER: ELECTRIC	603	45900	3610			\$110.88	\$110.88
XCEL ENERGY	TRAFFIC SIGNALS: ELECTRIC	101	42200	3610			\$630.20	\$630.20
XCEL ENERGY	STORM SEWER LIFT STATIONS: ELECTRIC	603	45850	4890		003	\$307.38	\$307.38
XCEL ENERGY	SIREN: ELECTRIC	101	42050	3190			\$16.00	\$16.00
YOMIYU HIRPA	SOCCER REF JUNE 29,JULY 11 & 13	225	43510	3190		007	\$150.00	\$150.00
Total of all invoices:							\$433,485.80	



## COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
CHECK, DELUXE	RSV# 1254746 REFUND REFUND	220	22040				-\$100.00	-\$100.00
BAKER, ERIN	AQUATICS - LEVEL 4	220	22040				\$20.00	\$20.00
BRETTNER, JULIE	STIPEND FOR SLICE OF SHOREVIEW	270	40250	3190		007	\$700.00	\$700.00
CHECK, DELUXE	RSV# 1254746 REFUND REFUND	220	22040				\$100.00	\$100.00
COCA COLA REFRESHMENTS	WAVE CAFE BEVERAGE FOR RESALE	220	43800	2590		001	\$444.00	\$444.00
COMMISSIONER OF REVENUE- WH TA	WITHHOLDING TAX - PAYDATE 07-22-16	101	21720				\$11,715.97	\$11,715.97
COMMUNITY HEALTH CHARITIES - M	EMPLOYEE CONTRIBUTIONS:07-22-16	101	20420				\$156.50	\$156.50
ENGLE, LINDA	STIPEND FOR SLICE OF SHOREVIEW	270	40250	3190		007	\$300.00	\$300.00
ENGLE, ROBERT	STIPEND FOR SLICE OF SHOREVIEW	270	40250	3190		007	\$300.00	\$300.00
FARNSWORTH, ALEXANDRA LEE	STIPEND FOR SLICE OF SHOREVIEW	270	40250	3190		007	\$300.00	\$300.00
FAST SIGNS INTERNATIONAL, INC.	SIGNS FOR SLICE OF SHOREVIEW	270	40250	4890		002	\$1,308.80	\$1,308.80
FAST SIGNS INTERNATIONAL, INC.	SIGNS FOR SLICE OF SHOREVIEW	270	40250	4890		002	\$596.85	\$596.85
FIRST STUDENT, INC	JULY 6 & JULY 8 FIELD TRIP BUS COST	225	43590	3175		002	\$499.40	\$1,700.60
		225	43535	3190		003	\$1,201.20	
GALLOP, STEVE	STIPEND FOR SLICE OF SHOREVIEW	270	40250	3190		007	\$1,800.00	\$1,800.00
GENESIS EMPLOYEE BENEFITS INC	FLEX - MED/DEPENDENT CARE 07-22-16	101	20431				\$275.53	\$275.53
GENESIS EMPLOYEE BENEFITS INC	VEBA CONTRIBUTIONS:07-22-16	101	20418				\$6,060.00	\$6,060.00
GREAT LAKES HIGHER ED GUARANTY	61-3073149/EDELSTEIN-07-22-16	101	20435				\$251.04	\$251.04
HEGGIE'S PIZZA LLC	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$189.30	\$189.30
HOME DEPOT CREDIT SERVICES	SUPPLIES FOR SLICE	270	40250	2180		004	\$7.36	\$7.36
ICMA/VANTAGEPOINT TRANSFER-300	EMPLOYEE CONTRIBUTIONS PAYDATE:07-22-16	101	21750				\$5,323.21	\$5,323.21
ICMA/VANTAGEPOINT TRANSFER-705	ROTH CONTRIBUTIONS:07-22-16	101	20430				\$1,165.00	\$1,165.00
IDENTITY STORES, LLC	POLO SHIRTS	220	43800	2200		002	\$96.00	\$199.79
		220	43800	2180		002	\$103.79	
JEFF ELLIS & ASSOCIATES, INC	NEW POOL LICENSE KIT LANYARD	220	43800	2200		002	\$242.50	
		220	43800	3190		007	\$667.00	\$909.50
MATHESON TRI-GAS INC	CO2	220	43800	2160		002	\$106.91	
MATHESON TRI-GAS INC	CO2	220	43800	2160		002	\$106.91	\$106.91
MEYER, CAROLYN	SUMMER DISCOVERY PIANO BOOKS	225	43535	2170		001	\$234.24	\$234.24
MINNESOTA CHILD SUPPORT PAYMEN	PAYDATE:07-22-16	101	20435				\$381.50	\$381.50
MINNESOTA ENVIRONMENTAL FUND	MN ENVIRONMENTAL EMPL CONTRIB:07-22-16	101	20420				\$36.00	\$36.00
MINTERWEISMAN CO DBA CORE-MARK	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$577.77	\$577.77
NEUMAN POOL, INC.	DOWN PAYMENT ON UV SYSTEM FOR POOL	405	43800	5300			\$20,000.00	\$20,000.00
PIPER, STEVE	STIPEND FOR SLICE OF SHOREVIEW	270	40250	3190		007	\$1,500.00	\$1,500.00
PRECISION DYNAMICS CORPORATION	COMMUNITY CENTER WRISTBANDS	220	43800	3390		001	\$1,942.60	\$1,942.60
PUBLIC EMPLOYEES RETIREMENT AS	PERA DEFINED CONTRIBUTION:07-22-16	101	21740				\$251.30	\$251.30
PUBLIC EMPLOYEES RETIREMENT AS	EMPL/EMPLOYER CONTRIBUTIONS:07-22-16	101	21740				\$31,502.73	\$31,502.73
RUSTAD, DAN	STIPEND FOR SLICE OF SHOREVIEW	270	40250	3190		007	\$300.00	\$300.00
RUSTAD, MARY	STIPEND FOR SLICE OF SHOREVIEW	270	40250	3190		007	\$300.00	\$300.00
SAM'S CLUB DIRECT	ITEMS FOR THE BUILDING	220	43800	2591		003	\$61.08	\$281.90
		101	40800	2180			\$8.98	
		220	43800	2180		002	\$171.92	
		220	43800	2591		001	\$39.92	
SAM'S CLUB DIRECT	SLICE OF SHOREVIEW PARADE SUPPLIES	101	40200	4890			\$222.40	\$222.40
SINGH, GOPAL	RSV# 1285328 REFUND REFUND	220	22040				\$100.00	\$100.00
SPRINT	BILL 6/15/16-7/14/16	101	40200	3210		002	\$32.57	\$32.57
SUPERIOR CRANE CORP	THERN DAVIT CRANE WATER PLANT	454	47000	5950			\$8,100.00	\$8,100.00
SUPPLYWORKS	SUMMER DISCOVERY BLUE PAPER TOWELS	225	43535	2170		002	\$248.00	
SYSCO FOOD SERVICES OF MN, INC	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$486.70	\$702.07
		220	43800	2180		002	\$215.37	
TREASURY, DEPARTMENT OF	FEDERAL WITHHOLDING TAX:07-22-16	101	21710				\$28,709.80	\$72,627.48

## COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
		101	21730				\$35,593.28	
		101	21735				\$8,324.40	
ULTIMATE EVENTS	EXTRA 10 X 10 TENT FOR SLICE	270	40250	3190		005	\$178.70	
UNITED WAY - GREATER TWIN CITI	EMPLOYEE CONTRIBUTIONS:07-22-16	101	20420				\$43.00	
UNIVERSITY OF MINNESOTA	PESTICIDE APPLICATOR RE-CERT TRAINING	101	43710	4500			\$370.00	
UPPER CUT TREE SERVICES INC	WO 16-24 BLVD ASH REMOVAL STORM DAMAGE	101	43900	3190		002	\$720.00	\$720.00
VERIZON WIRELESS	WIRELESS BILL 6/11/16-7/10/16	601	45050	4330			\$25.00	\$1,013.13
		101	42050	2010			\$35.00	
		601	45050	3190			\$437.19	
		602	45550	3190			\$36.20	
		101	40200	3210		002	\$479.74	
WATSON COMPANY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$393.46	\$393.46
WATSON COMPANY	BREAK ROOM SUPPLIES	101	40800	2180			\$166.51	\$166.51
WATSON COMPANY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$1,228.60	\$1,228.60
WATSON COMPANY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$26.08	\$26.08
Total of all invoices:							\$177,417.31	

## COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
A & L SUPERIOR SOD, INC	SOD FOR WATER REPAIR	601	45050	2280		002	\$149.60	\$149.60
AICPA.ORG	AICPA MEMBERSHIP/ESPE	101	40500	4330		001	\$255.00	\$255.00
AIR DOWN THERE	EAB INJECTION EQUIPMENT	101	43900	2180			\$10.50	\$10.50
ALLEN, DEANNE	CITY COUNCIL MTG 7/18/16, PLANNING 6/28	101	40200	3190		001	\$200.00	\$350.00
		101	44100	3190			\$150.00	
AMAZON.COM	DRIVE REPLACEMENTS FOR SYNOLOGY STORAGE	101	40550	2180		001	\$479.96	\$479.96
AMAZON.COM	SUMMER DISCOVERY ENRICHMENT SUPPLIES	225	43535	2170		001	\$32.43	\$32.43
AMAZON.COM	SUMMER DISCOVERY ENRICHMENT SUPPLIES	225	43535	2170		001	\$15.13	\$15.13
AMERICAN PAYROLL ASSOCIATION	PAYROLL SOURCE 2016 BOOK	101	40500	4350		001	\$314.26	\$314.26
AMERICAN PLANNING ASSOCIATION	AICP PRORATED DUES: HILL	101	44100	4330			\$62.50	\$62.50
AMERICAN RED CROSS-HEALTH & SA	LIFEGUARDING/FIRST AID/CPR/AED	225	43520	2170		001	\$175.00	\$175.00
AMERICAN RED CROSS-HEALTH & SA	ADULT CPR/PEDIATRIC CPR/FIRST AID	225	43535	2170		002	\$108.00	\$135.00
		225	43590	2175		002	\$27.00	
AMERICAN RED CROSS-HEALTH & SA	ADULT CPR/PEDIATRIC CPR/FIRST AID	225	43535	2170		002	\$135.00	
		225	43590	2175		002	\$27.00	\$162.00
AMERICAN RED CROSS-HEALTH & SA	ADULT CPR/PEDIATRIC CPR/FIRST AID	225	43590	2175		002	\$27.00	
		225	43535	2170		002	\$108.00	\$135.00
AMERICAN RED CROSS-HEALTH & SA	ADULT CPR/PEDIATRIC CPR/FIRST AID	225	43535	2170		002	\$108.00	
AMERICAN RED CROSS-HEALTH & SA	ADULT CPR/PEDIATRIC CPR/FIRST AID	225	43535	2170		002	\$108.00	\$135.00
		225	43590	2175		002	\$27.00	
AMERICAN RED CROSS-HEALTH & SA	ADULT CPR/PEDIATRIC CPR/FIRST AID	225	43535	2170		002	\$135.00	
		225	43590	2175		002	\$54.00	\$189.00
AMERICAN RED CROSS-HEALTH & SA	ADULT CPR/PEDIATRIC CPR/FIRST AID	225	43535	2170		002	\$81.00	
		225	43590	2175		002	\$81.00	\$162.00
ANCOM COMMUNICATIONS INC	RADIOS FOR SLICE OF SHOREVIEW	270	40250	3950		004	\$333.00	\$333.00
ANDERSON, EVELYNE	CREDIT BALANCE REFUND REFUND	220	22040				\$85.00	\$85.00
BEST, JOEY	AQUATICS - LEVEL 3	220	22040				\$72.00	\$72.00
BORLAUG, BETH	RSV# 1306185 REFUND REFUND	220	22040				\$500.00	\$500.00
CANADA GOOSE MANAGEMENT, INC	SHOREVIEW GOOSE MGMT 2016	603	45850	3190			\$4,960.00	\$4,960.00
CANVA.COM	MEDIA LICENSE PURCHASES	101	40400	3190			\$1.00	
CKC GOOD FOOD	SUMMER DISCOVERY LUNCHES WK 6/27-7/1	225	43535	3190		002	\$1,274.29	\$1,274.29
CKC GOOD FOOD	SUMMER DISCOVERY LUNCHES WEK 6/20-24	225	43535	3190		002	\$1,339.73	\$1,339.73
CKC GOOD FOOD	SUMMER DISCOVERY LUNCH WK 7/4-7/8	225	43535	3190		002	\$993.81	
COMCAST.COM	MODEM 2 INTERNET CHARGE	230	40900	3190		002	\$139.85	\$139.85
COMMERCIAL FURNITURE SERVICES	REPAIRS TO CABINET LOCK	220	43800	3810		003	\$40.00	
COMMUNITY REINVESTMENT FUND	GMHC ADMIN FEES/JUNE STMT/17@56	307	44100	4890			\$102.00	\$102.00
CONTRACTORS CONNECTION/ARROW B	WANCO SUPPLIES	701	46500	2220			\$321.09	\$321.09
DOLLAR TREE STORES INC.	BINGO SUPPLIES	225	43590	2174		002	\$21.00	\$21.00
DUSTY'S DRAIN CLEANING	VIDEO AT 336 LILAC LN	602	45550	3190		002	\$200.00	\$200.00
DUSTY'S DRAIN CLEANING	VIDEO AT 541 DORIS AVE	602	45550	3190		002	\$200.00	\$200.00
ECOLAB EQUIPMENT CARE	WAVE CAFE FRYER REPAIR	220	43800	2240		001	\$904.89	\$904.89
EICH-MISIAK, MICHELE	MANTA RAY	220	22040				\$150.00	\$150.00
FRIDAY, SNOTI	RSV# 1297312 REFUND REFUND	220	22040				\$50.00	\$50.00
GARCIA, JOYCE	REFUND BOOTH VENDOR FOR SLICE	270	34900		306		\$175.00	\$175.00
GAS PLUS INC.	PREMIUM FUEL	701	46500	2120		001	\$123.51	\$123.51
GO TOTALLY NUTS	REFUND FOR FOOD VENDOR	270	34900		318		\$375.00	\$375.00
GOT PRINT.COM	YARD SIGNS/SLICE BANNERS	270	40250	2180			\$181.08	\$345.58
		225	43590	2174		001	\$164.50	
GRANDMA'S BAKERY	BIRTHDAY CAKES	220	43800	2591		001	\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKES	220	43800	2591		001	\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKES	220	43800	2591		001	\$19.99	\$19.99

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Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
GRANDMA'S BAKERY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$17.86	\$17.86
GRANDMA'S BAKERY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$17.86	\$17.86
GRANDMA'S BAKERY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$16.94	\$16.94
GRANDMA'S BAKERY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$16.94	\$16.94
GRANDMA'S BAKERY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$16.94	\$16.94
GRANDMA'S BAKERY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$16.94	\$16.94
JONES, CURTIS	RSV# 1306180 REFUND REFUND	220	22040				\$500.00	\$500.00
KESSEL, ANNA	AQUATICS - LEVEL 3	220	22040				\$75.00	\$75.00
KHAN, SAFIA	RSV# 1306189 REFUND REFUND	220	22040				\$50.00	\$50.00
KREHBIEL, KATIE	AQUATICS - YOUTH BEG	220	22040				\$160.00	\$160.00
LAKE WEEDER'S DIGEST LLC	COMMONS POND, PAYMENT DUE AT PICK UP.	701	46500	5800			\$4,098.00	\$4,098.00
LAKEVIEW TERRACE LLC	LAKEVIEW TERR/TIF NOTE 1ST HALF	408	48600	6120			\$61,615.61	\$73,881.48
		408	48600	6020			\$12,265.87	
LEEANN CHIN.COM	EDA MEETING SUPPLIES	240	44400	2180		001	\$138.13	
MENARDS CASHWAY LUMBER **FRIDL	PIPE FITTING FOR WELL 6 WATER	601	45050	2280		001	\$182.59	\$182.59
METZ, SARA	RSV# 1306231 REFUND REFUND	220	22040				\$25.00	\$25.00
MIDDENDORF CONCESSIONS	REFUND FOOD VENDOR FOR SLICE	270	34900		318		\$375.00	\$375.00
NATIONAL STUDENT CLEARING HOUS	DEGREE VERIFICATION	101	40210	4890		006	\$12.50	\$12.50
NATIONAL STUDENT CLEARING HOUS	DEGREE VERIFICATION	101	40210	4890		006	\$12.50	\$12.50
NATIONAL STUDENT CLEARING HOUS	DEGREE VERIFICATION	101	40210	4890		006	\$12.50	\$12.50
NEOFUNDS BY NEOPOST	SHIPMENTS/INVOICE 268731/276891/277698	101	40200	3220			\$20.19	\$20.19
OMAR, NAJLA	RSV# 1306195 REFUND REFUND	220	22040				\$475.00	\$475.00
OMAR, NAJLA	RSV# 1306235 REFUND REFUND	220	22040				\$25.00	\$25.00
ON SITE SANITATION INC	MISTERS FOR SLICE OF SHOREVIEW	270	40250	3950		006	\$150.00	\$150.00
POWER SYSTEMS	RESISTENCE BANDS FOR GEX	225	43530	2170			\$457.70	\$457.70
RAMSE, MELANIE	RSV# 1306209 REFUND REFUND	220	22040				\$25.00	\$25.00
REAL NVC.COM	REMOTE ACCESS SOFTWARE FOR SCADA SERVERS	101	40550	3860		002	\$130.50	\$130.50
RECTOR, THOMAS	RSV# 1306202 REFUND REFUND	220	22040				\$25.00	\$25.00
REED, SUSAN	RSV# 1306207 REFUND REFUND	220	22040				\$25.00	\$25.00
RICOH USA INC.	MAINTENANCE: RETURN CONTAINER	101	40200	3850		002	\$19.00	\$19.00
RICOH USA INC.	MAINTENANCE:2352&3003 COPIES/6/22-7/22	101	40200	3850		002	\$341.12	\$341.12
SAM'S CLUB DIRECT	SUPPLIES FOR SLICE OF SHOREVIEW	270	40250	2180		003	\$69.64	\$69.64
SAM'S CLUB DIRECT	SAFETY RECOGNITION	101	40210	4890		008	\$71.36	\$71.36
SEA LIFE MINNESOTA AQUARIUM	SEA LIFE TRIP (PART 1)	225	43590	3175		002	\$143.50	\$143.50
SEA LIFE MINNESOTA AQUARIUM	SEA LIFE TRIP (PART 1)	225	43590	3175		002	\$238.00	\$238.00
SEA LIFE MINNESOTA AQUARIUM	SEA LIFE TRIP (PART 2)	225	43590	3175		002	\$115.00	\$115.00
SEA LIFE MINNESOTA AQUARIUM	SEA LIFE TRIP (PART 2)	225	43590	3175		002	\$210.00	\$210.00
SENSIBLE LAND USE COALITION	PROGRAM TICKET: HILL/CASTLE	240	44400	4500			\$100.00	\$100.00
STEFFEN, JASON	TENNIS - BEGINNERS	220	22040				\$52.00	\$52.00
STEPHENS' ART & FRAME INC	OFFICE PROJECT SUPPLIES	220	43800	2180			\$189.99	\$189.99
SWIDERSKI, ELAINE	RSV# 1306175 REFUND REFUND	220	22040				\$25.00	\$25.00
TARGET STORE	ADVENTURE QUEST SUPPLIES	225	43590	2175		002	\$294.88	\$294.88
TARGET STORE	SUMMER DISCOVERY ROOM SUPPLIES	225	43535	2170		002	\$861.87	\$861.87
TARGET STORE	SUMMER DISCOVERY GENERAL SUPPLIES	225	43535	2170		002	\$534.82	\$534.82
TARGET STORE	ADVENTURE QUEST SUPPLY	225	43590	2175		002	\$35.62	\$35.62
TARGET STORE	CITIZEN ACADEMY/EMPLOYEE PICNIC SUPPLIES	101	40100	4890		007	\$7.49	\$107.12
		101	40210	4890		002	\$99.63	
TARGET STORE	PUPPET WAGON SUPPLIES	225	43590	2175		001	\$31.54	
TARGET.COM	SUMMER DISCOVERY ROOM SUPPLIES	225	43535	2170		001	\$54.11	\$54.11
TARGET.COM	SUMMER DISCOVERY ROOM SUPPLIES	225	43535	2170		001	\$109.86	\$109.86
TARGET.COM	SUMMER DISCOVERY ROOM SUPPLIES	225	43535	2170		001	\$63.13	\$63.13

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## COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line	Amount	Invoice Amt
ABELMAN CO	UNIFORM PANTS	101	43710	2180				\$134.95	\$134.95
ABLE HOSE & RUBBER INC.	HOSE FOR FLUSHING	601	45050	2280		001		\$179.00	\$179.00
ABM EQUIPMENT & SUPPLY INC	FILTERS FOR VAC CON	701	46500	2220		002		\$428.56	\$428.56
BARSNESS, KIRSTIN	JULY ECONOMIC DEV. CONSULTING	240	44400	3190				\$3,040.00	\$3,657.50
		101	22020					\$617.50	
BEISSWENGERS HARDWARE	TAPE FOR SLICE WATER SLIDE	101	43710	2240				\$22.38	\$22.38
BEISSWENGERS HARDWARE	HAND TOOLS FOR STREETS	101	42200	2180		001		\$136.94	\$136.94
BOYER TRUCK PARTS INC.	REPAIR OF VAC-CON	701	46500	3190		002		\$1,476.99	\$4,705.16
		701	46500	2220		002		\$3,228.17	
BOYER TRUCK PARTS INC.	215 TRANS FILTER KIT	701	46500	2220		001		\$55.49	\$55.49
BROCK WHITE CO LLC	BLACK POLY FOR SLICE WATER SLIDE	101	43710	2240				\$697.80	\$697.80
BWBR ARCHITECTS	SERVICES THROUGH PERIOD ENDING 6-30-16	439	43800	5910				\$5,800.00	\$5,800.00
CBIZ FINANCIAL SOLUTIONS, INC	VEBA/REBA INVERSTMENT SERVICES	101	40210	3190		013		\$94.99	\$94.99
CHEMSEARCH	YEILD SOLVENT	701	46500	2130		001		\$187.57	
FERGUSON WATERWORKS #2516	MARKING PAINT	602	45550	2280		001		\$103.92	
FIRST LAB, INC.	CDL RANDOM TEST	101	40210	3190		001		\$152.65	\$152.65
FRONTIER PRECISION, INC	HUBS AND LATH FOR STAKING	578	47000	5920				\$180.00	\$180.00
GARELICK STEEL COMPANY	SHOP STOCK	701	46500	2220		003		\$51.00	\$51.00
GRAINGER, INC.	SCRUB BRUSHES FOR PAVILION	101	43710	2240				\$49.90	\$49.90
GRAINGER, INC.	EAR PLUGS FOR PARKS MAINT. CREW	101	43710	2180				\$84.40	\$84.40
GRAINGER, INC.	LIGHT BULBS	101	43710	2240				\$120.88	\$120.88
GRAINGER, INC.	BLOWER MOTOR WELL 2	601	45050	2280		005		\$201.60	\$201.60
GRAINGER, INC.	GLOVES FOR FORESTRY	701	46500	2183		001		\$8.03	\$8.03
GRAINGER, INC.	BATTERIES AND SAFETY SUPPLIES	601	45050	2010		001		\$22.44	\$153.20
		101	42200	2180		003		\$130.76	
GRAINGER, INC.	CAUTION TAPE FOR TRAILS	101	43450	2250		001		\$75.20	
HAWKINS, INC.	CHLORINE AND FLUORIDE FOR BOOSTER	601	45050	2160		001		\$1,386.01	\$1,386.01
I-STATE TRUCK CENTER	208 TRANS PARTS	701	46500	2220		001		\$40.65	\$40.65
INNOVATIVE OFFICE SOLUTIONS LL	GENERAL OFFICE SUPPLIES	101	40100	4890		002		\$13.12	\$58.94
		101	40800	2180				\$8.43	
		101	40550	2010		003		\$24.62	
		101	42050	2010				\$12.77	
KNOWBE4, INC.	EMPLOYEE SECURITY CHECKING SOFTWARE/SERV	101	40550	2180		002		\$1,518.75	
LARSON COMPANIES	EQUIPMENT FILTER	701	46500	2220		002		\$70.89	\$70.89
LARSON COMPANIES	EQUIPMENT FILTERS	701	46500	2220		002		\$31.68	\$31.68
LILLIE SUBURBAN NEWSPAPERS INC	MTCE CENTER AD	101	40210	3360		002		\$344.00	\$344.00
LUBRICATION TECHNOLOGIES, INC	WASHER FLUID/PARTS	701	46500	2130		001		\$172.07	\$172.07
LUBRICATION TECHNOLOGIES, INC	OIL RECYCLE TRIP CHARGE	701	46500	2130		001		\$75.00	\$75.00
LUBRICATION TECHNOLOGIES, INC	GREASE	701	46500	2130		001		\$372.75	\$372.75
LUBRICATION TECHNOLOGIES, INC	GREASE	701	46500	2130		001		\$30.51	\$30.51
M&B SERVICES	815 CANNON AVE LINING	602	45550	3190		002		\$3,750.00	\$3,750.00
MENARDS CASHWAY LUMBER **FRIDL	PARKING CURB STOPS	101	43710	2240				\$899.82	\$899.82
MENARDS CASHWAY LUMBER **FRIDL	LUMBER FOR TENNIS PRACTICE BOARDS	101	43710	2240				\$77.30	\$77.30
MINNESOTA EQUIPMENT	JD 1585 MOWER	701	46500	2220		002		\$290.88	\$290.88
MIRACLE RECREATION EQUIPMENT C	INCLUSIVE SWING SEAT LATCH KIT	101	43710	2240				\$42.85	\$42.85
MODERN FENCE & CONST. INC.	REPAIR TENNIS COURT FENCE AT WILSON PARK	101	43710	3190				\$4,200.00	\$4,200.00
MULTICARE ASSOCIATES TWIN CITI	PRE-EMPLOYMENT TEST	101	40210	3190		006		\$131.04	\$131.04
NAPA AUTO PARTS	BLOWER MOTOR RESISTOR FOR #304	701	46500	2220		001		\$27.49	\$27.49
NAPA AUTO PARTS	BLOWER MOTOR RESISTOR FOR #602	701	46500	2220		001		\$27.49	\$27.49
NORTHERN ELECTRICAL CONTRACTOR	REPAIRS TO POOL LIGHTS	220	43800	3810		007		\$246.50	\$246.50
NORTHERN ELECTRICAL CONTRACTOR	REPAIRS TO SHAMROCK PARK BUILDING	101	43710	3810				\$350.00	\$350.00

## COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
NORTHERN ELECTRICAL CONTRACTOR	REPAIRS TO POOL AIR CURTAIN	220	43800	3810		007	\$418.50	\$418.50
NORTHERN TOOL/BLUE TARP FINANC	PARTS FOR SPRAYER	701	46500	2220		002	\$154.96	\$154.96
NORTHERN TOOL/BLUE TARP FINANC	CURB EDGER	701	46500	2400		002	\$339.99	\$339.99
NOVAK III, EUGENE	REFUND ELECTRIC PERMIT	101	32580				\$80.00	\$81.00
		101	20802				\$1.00	
NUSS TRUCK & EQUIPMENT INC	UNIT 215 REPLACEMENT TANDEM TRUCK	701	46500	5800			\$125,191.03	\$125,191.03
NUSS TRUCK & EQUIPMENT INC	205 DPF MALFUNCTION	701	46500	3190		001	\$1,065.00	
		701	46500	2220		002	\$423.70	\$1,488.70
OFFICE DEPOT	TONER: RICOH	101	40550	2010		002	\$104.99	\$104.99
OFFICE DEPOT	GENERAL OFFICE SUPPLIES	101	44300	2010			\$23.28	\$43.59
		101	40500	2010		008	\$7.91	
		101	40200	2010		002	\$12.40	
OFFICE DEPOT	MOUSEPAD/WRISTREST	101	44100	2010			\$12.24	
ON SITE SANITATION INC	TOILET RENTAL FOR BUCHER PARK	101	43710	3950			\$380.00	\$380.00
ON SITE SANITATION INC	TOILET RENTAL FOR COMMONS PARK	101	43710	3950			\$380.00	\$380.00
ON SITE SANITATION INC	TOILET RENTAL FOR LAKE JUDY PARK	101	43710	3950			\$160.00	\$160.00
ON SITE SANITATION INC	TOILET RENTAL FOR MCCULLOUGH PARK	101	43710	3950			\$250.00	\$250.00
ON SITE SANITATION INC	TOILET RENTAL FOR RICE CREEK FIELDS	101	43710	3950			\$75.00	\$75.00
ON SITE SANITATION INC	TOILET RENTAL FOR SHAMROCK PARK	101	43710	3950			\$505.00	\$505.00
ON SITE SANITATION INC	TOILET RENTAL FOR SITZER PARK	101	43710	3950			\$380.00	\$380.00
ON SITE SANITATION INC	TOILET RENTAL FOR BOBBY THEISEN PARK	101	43710	3950			\$255.00	\$255.00
ON SITE SANITATION INC	TOILET RENTAL FOR WILSON PARK	101	43710	3950			\$380.00	\$380.00
ON SITE SANITATION INC	TOILET RENTAL FOR SNAIL LAKE SCHOOL	101	43710	3950			\$75.00	\$75.00
OXYGEN SERVICE COMPANY	PROPANE CYLINDERS	701	46500	2220		003	\$210.98	
PIONEER RIM & WHEEL CO.	JACK FOR CATCH BASIN TRAILER	701	46500	2400		002	\$97.00	\$97.00
REDZONE ROBOTICS INC	SANITARY SEWER LINE INVENTORY/INSPECTION	602	45550	3190		004	\$121,939.00	\$121,939.00
ROYAL TEXTILE MANUFACTURING	UNIFORM SHIRTS	101	43710	3970			\$92.89	\$92.89
ST. CROIX RECREATION	HOSES AND FITTINGS FOR DRINKING FOUNTAIN	101	43710	2240			\$84.00	\$84.00
ST. PAUL STAMP WORKS, INCORPOR	ENGRAVED MAGNET NAME TAG - AMY TRUHLAR	101	40200	2010		006	\$14.05	\$14.05
SUPPLYWORKS	SQUEEGEES FOR POOL DECK	220	43800	2400			\$116.51	\$116.51
SUPPLYWORKS	CLEANING SUPPLIES CC	220	43800	2110			\$72.32	\$72.32
SUPPLYWORKS	CLEANING SUPPLIES CC	220	43800	2110			\$165.98	\$165.98
SUPPLYWORKS	CLEANING SUPPLIES CC	220	43800	2110			\$289.80	\$289.80
SUPPLYWORKS	OASIS BATHROOM CLEANER	101	43710	2240			\$490.29	\$490.29
SUPPLYWORKS	CLEANING SUPPLIES CC	220	43800	2110			\$48.48	\$48.48
SUPPLYWORKS	CLEANING SUPPLIES CC	220	43800	2110			\$426.78	\$426.78
SUPPLYWORKS	CLEANING SUPPLIES CC	220	43800	2110			\$254.34	\$254.34
SUPPLYWORKS	CLEANING SUPPLIES CC	220	43800	2110			\$237.40	\$237.40
SUPPLYWORKS	CLEANING SUPPLIES CC	220	43800	2110			\$1,094.65	\$1,094.65
T.A. SCHIFSKY & SONS, INCORPOR	SAND FINES FOR TRAILS	101	43450	2250		002	\$77.91	\$77.91
T.A. SCHIFSKY & SONS, INCORPOR	RICHMOND SIDEWALK CURB AND PATCHING	101	42200	2180		002	\$517.94	\$517.94
TRI STATE BOBCAT, INC.	A770	701	46500	2220		002	\$8.97	\$8.97
TRI STATE BOBCAT, INC.	A770	701	46500	2220		002	\$231.72	\$231.72
TWIN CITY SAW & SERVICE CO	OIL AND BAR COVERS FOR CHAIN SAWS	701	46500	2220		002	\$83.98	\$83.98
TWIN SOURCE SUPPLY	TOILET PAPER FOR MTCE CENTER	701	46500	2183		004	\$112.66	\$112.66
UNIFIRST CORPORATION	UNIFORM RENTAL PARKS	101	43710	3970			\$70.84	\$70.84
UNIFIRST CORPORATION	UNIFORM RENTAL CC	220	43800	3970			\$62.48	\$62.48
UNIFIRST CORPORATION	UNIFORM RENTAL	101	42200	3970		001	\$42.67	\$170.68
		601	45050	3970		001	\$42.67	
		602	45550	3970		001	\$42.67	
		603	45850	3970		001	\$21.33	

## COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
		701	46500	3970		001	\$21.34	
UNIFIRST CORPORATION	UNIFORM RENTAL PARKS	101	43710	3970			\$70.84	\$70.84
UNIFIRST CORPORATION	UNIFORM RENTAL CC	220	43800	3970			\$62.48	\$62.48
UNIFIRST CORPORATION	UNIFORM RENTAL	101	42200	3970		001	\$42.67	\$170.68
		601	45050	3970		001	\$42.67	
		602	45550	3970		001	\$42.67	
		603	45850	3970		001	\$21.34	
		701	46500	3970		001	\$21.33	
UNLIMITED SUPPLIES INC	BOLTS FOR VALVES	601	45050	2280		004	\$82.02	\$82.02
UNLIMITED SUPPLIES INC	NUTS FOR VALVES	601	45050	2280		004	\$33.69	
UNLIMITED SUPPLIES INC	BOLTS FOR TENNIS PRACTICE BOARDS	101	43710	2240			\$3.04	\$3.04
VAN PAPER COMPANY	CAN LINERS FOR SLICE	701	46500	2183		002	\$154.28	
VISION INTERNET PROVIDERS INC	ANNUAL WEBSITE MAINTENANCE	101	40400	3190		001	\$10,071.33	\$10,071.33
WARNING LITES OF MINNESOTA INC	WARNING SIGNS FOR ROYAL OAKS AND FERNWOOD	601	45050	3190		004	\$322.50	\$322.50
WATER CONSERVATION SERVICE, IN	LOCATE WATER 992 CTY RD I	601	45050	3190		004	\$268.90	\$268.90
YALE MECHANICAL INC	REPAIRS TO AHU# 1	220	43800	3810		003	\$8,522.10	\$8,522.10
YALE MECHANICAL INC	REPAIRS TO RTU #3	220	43800	3810		003	\$2,538.39	\$2,538.39
YALE MECHANICAL INC	CHECK SERVER ROOM COOLING UNIT	220	43800	3810		001	\$301.25	\$301.25
Total of all invoices:								\$311,673.89



# Purchase Voucher

City of Shoreview  
4600 Victoria Street North  
Shoreview MN 55126

Voucher Number	57,451	please return check to Mike S.
Vendor number	20282 1	2016
Vendor name	MIDWEST CIVIL CONSTUCTORS, LLC	
Address	100 S. FULLER ST SUITE 130 SHAKOPEE, MN 55379	

Date	Comment line on check	Invoice number	Amount
07-19-16	CONTRACTOR PAYMENT #3 16-01,16-02,16-07	3	\$314,948.78

THIS IS AN EARLY CHECK, PLACE VOUCHER IN EARLY CHECK FILE

*This Purchase Voucher is more than \$25,000.00; was the state's cooperative venture considered before purchasing through another source?*

☐ Purchase was made through the state's cooperative purchasing venture.

☐ Purchase was made through another source. The state's cooperative purchasing venture was considered.

☒ Cooperative purchasing venture consideration requirement does not apply.

Return to:

Account Coding

Amount

578 47000 5900	\$271,953.42
449 47000 5900	\$40,327.76
452 47000 5900	\$2,667.60

Is sales tax included on invoice?	Not Taxable
If no, amount subject to sales use tax	\$
Reviewed by: <u>Mike Shaughnessy</u> (signature required) Mike Shaughnessy	
Approved by: <u>Terry Schwerm</u> (signature required) Terry Schwerm	

Two quotes must be attached to purchase voucher for all purchases between \$10,000 and \$50,000.  
If no quote is received, explain below:

Quote 1	
Quote 2	
Explanation if no quote received	

City of Shoreview  
4600 Victoria Street North  
Shoreview MN 55126

Date	Comment line on check	Invoice number	Amount
07-22-16	EMPL/EMPLOYER CONTRIBUTIONS:07-22-16	07-22-16	\$31,502.73

Return to:

[X] Cooperative purchasing venture consideration requirement does not apply.

[illegible]

Is sales tax included on invoice?	Not Taxable
If no, amount subject to sales use tax	\$

Reviewed by: J. Kuschel  
(signature required) Jodee Kuschel

Approved by: T. Schwerm  
(signature required) Terry Schwerm

Quote 1	
Quote 2	
Explanation if no quote received	

# Purchase Voucher

City of Shoreview  
4600 Victoria Street North  
Shoreview MN 55126

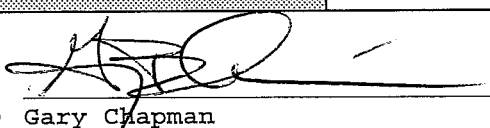
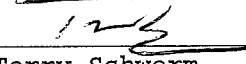
Voucher Number	57,492
Vendor number	00247 1 2016
Vendor name	NEUMAN POOL, INC.
Address	W9684 BEAVERLAND PARKWAY P.O. BOX 413 BEAVER DAM WI 53916

Date	Comment line on check	Invoice number	Amount
07-13-16	DOWN PAYMENT ON UV SYSTEM FOR POOL	C18461	\$20,000.00

THIS IS AN EARLY CHECK, PLACE VOUCHER IN EARLY CHECK FILE

Return to:	
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Account Coding	Amount
405 43800 5300	\$20,000.00

Is sales tax included on invoice?	Not Taxable
If no, amount subject to sales use tax	\$
Reviewed by:  (signature required) Gary Chapman	
Approved by:  (signature required) Terry Schwerm	

Two quotes must be attached to purchase voucher  
for all purchases between \$10,000 and \$50,000.  
If no quote is received, explain below:

Quote 1	NEUMAN POOLS	\$42,938.96
Quote 2	HORIZON POOLS	\$45,450.00
Explanation if no quote received		

# Purchase Voucher

City of Shoreview  
4600 Victoria Street North  
Shoreview MN 55126

Voucher Number	57,526
Vendor number	01446 1 2016
Vendor name	TREASURY, DEPARTMENT OF
Address	INTERNAL REVENUE SVC - EFT/NO CHECK EFTPS ENROLLMENT PROCESSING P.O. BOX 4210 IOWA CITY IA 52244

Date	Comment line on check	Invoice number	Amount
07-22-16	FEDERAL WITHHOLDING TAX:07-22-16	07-27-16	\$72,627.48

THIS IS AN EARLY CHECK, PLACE VOUCHER IN EARLY CHECK FILE

*This Purchase Voucher is more than \$25,000.00; was the state's cooperative venture considered before purchasing through another source?*

☐ Purchase was made through the state's cooperative purchasing venture.

☐ Purchase was made through another source. The state's cooperative purchasing venture was considered.

☒ Cooperative purchasing venture consideration requirement does not apply.

Return to:	
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Account Coding	Amount
101 21710	\$28,709.80
101 21730	\$35,593.28
101 21735	\$8,324.40

SEE PERMANENT  
PAYROLL RECORDS

Is sales tax included on invoice?	Not Taxable
If no, amount subject to sales use tax	\$
Reviewed by: (signature required) Jodie Kuschel	
Approved by: (signature required) Terry Schwerm	

Two quotes must be attached to purchase voucher for all purchases between \$10,000 and \$50,000.  
If no quote is received, explain below:

Quote 1	
Quote 2	
Explanation if no quote received	

# Purchase Voucher

City of Shoreview  
4600 Victoria Street North  
Shoreview MN 55126

Voucher Number	57,224
Vendor number	00611 1 2016
Vendor name	TSI INCORPORATED
Address	500 CARDIGAN ROAD ST PAUL, MN 55164-3903

Date	Comment line on check	Invoice number	Amount
07-31-16	TSI/TIF NOTE 1ST HALF	07/31/16	\$32,871.50

THIS IS AN EARLY CHECK, PLACE VOUCHER IN EARLY CHECK FILE

*This Purchase Voucher is more than \$25,000.00; was the state's cooperative venture considered before purchasing through another source?*

☐ Purchase was made through the state's cooperative purchasing venture.

☐ Purchase was made through another source. The state's cooperative purchasing venture was considered.

☒ Cooperative purchasing venture consideration requirement does not apply.

Return to: \_\_\_\_\_

Account Coding	Amount
409 48600 6020	\$19,639.75
409 48600 6120	\$13,231.75

Is sales tax included on invoice?	Not Taxable
If no, amount subject to sales use tax	\$
Reviewed by: <u>Fred Espe</u> (signature required) Fred Espe	
Approved by: <u>Terry Schwerm</u> (signature required) Terry Schwerm	

Two quotes must be attached to purchase voucher for all purchases between \$10,000 and \$50,000.  
If no quote is received, explain below:

Quote 1	
Quote 2	
Explanation if no quote received	

# Purchase Voucher

City of Shoreview  
4600 Victoria Street North  
Shoreview MN 55126

Voucher Number	57,220
Vendor number	01763 1 2016
Vendor name	LAKEVIEW TERRACE LLC
Address	ATTN: MR MAX SEGLER 321 UNIVERSITY AVENUE SE MINNEAPOLIS MN 55414

Date	Comment line on check	Invoice number	Amount
07-31-16	LAKEVIEW TERR/TIF NOTE 1ST HALF	07/31/16	\$73,881.48

THIS IS AN EARLY CHECK, PLACE VOUCHER IN EARLY CHECK FILE

This Purchase Voucher is more than \$25,000.00; was the state's cooperative venture considered before purchasing through another source?

[ ] Purchase was made through the state's cooperative purchasing venture.

[ ] Purchase was made through another source. The state's cooperative purchasing venture was considered.

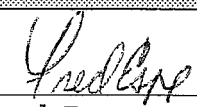
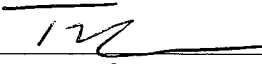
[X] Cooperative purchasing venture consideration requirement does not apply.

Return to:

Account Coding

Amount 61,615.61

408 48600 6120	\$56,155.82
408 48600 6020	\$17,725.66
	12,265.87

Is sales tax included on invoice?	Not Taxable
If no, amount subject to sales use tax	\$
Reviewed by:	
(signature required) Fred Espe	
Approved by:	
(signature required) Terry Schwerm	

Two quotes must be attached to purchase voucher for all purchases between \$10,000 and \$50,000.  
If no quote is received, explain below:

Quote 1	
Quote 2	
Explanation if no quote received	

# Purchase Voucher

City of Shoreview  
4600 Victoria Street North  
Shoreview MN 55126

Voucher Number	57,448	Council approved January 4, 2016
Vendor number	01005 2	2016
Vendor name	NUSS TRUCK & EQUIPMENT INC ✓	
Address	2195 W COUNTY ROAD C2 PO BOX 130820 ROSEVILLE MN 55113	

Date	Comment line on check	Invoice number	Amount
07-18-16 ✓	UNIT 215 REPLACEMENT TANDEM TRUCK	10943 ✓	\$125,191.03 ✓

*This Purchase Voucher is more than \$25,000.00; was the state's cooperative venture considered before purchasing through another source?*

☒ Purchase was made through the state's cooperative purchasing venture.

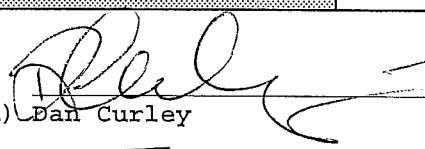

☐ Purchase was made through another source. The state's cooperative purchasing venture was considered.

☐ Cooperative purchasing venture consideration requirement does not apply.

## Account Coding

## Amount

701 46500 5800	\$125,191.03

Is sales tax included on invoice?	MN 6.875%
If no, amount subject to sales use tax	\$
Reviewed by:  (signature required) Dan Curley	
Approved by:  (signature required) Terry Schwerm	

Two quotes must be attached to purchase voucher for all purchases between \$10,000 and \$50,000.  
If no quote is received, explain below:

Quote 1	
Quote 2	
Explanation if no quote received	

# Purchase Voucher

City of Shoreview  
4600 Victoria Street North  
Shoreview MN 55126

Voucher Number	57,322
Vendor number	00943 1 2016
Vendor name	REDZONE ROBOTICS INC
Address	P.O. BOX 347802 PITTSBURGH PA 15251-4802

Date	Comment line on check	Invoice number	Amount
06-30-16	SANITARY SEWER LINE INVENTORY/INSPECTION	INV-10954	\$121,939.00

*This Purchase Voucher is more than \$25,000.00; was the state's cooperative venture considered before purchasing through another source?*

☐ Purchase was made through the state's cooperative purchasing venture.

☒ Purchase was made through another source. The state's cooperative purchasing venture was considered.

☐ Cooperative purchasing venture consideration requirement does not apply.

## Account Coding

## Amount

602 45550 3190 004	\$121,939.00

Is sales tax included on invoice?	Not Taxable
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If no, amount subject to sales use tax	\$
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Reviewed by:

(signature required) Dan Curley

Approved by:

(signature required) Terry Schwerm

Two quotes must be attached to purchase voucher for all purchases between \$10,000 and \$50,000.  
If no quote is received, explain below:

Quote 1	
Quote 2	
Explanation if no quote received	



## PROPOSED MOTION

MOVED BY COUNCILMEMBER \_\_\_\_\_

SECONDED BY COUNCILMEMBER \_\_\_\_\_

to approve Resolution No. 16-69 declaring the total costs for the following project, stating the amount to be assessed, amount paid by the City, a repayment period of 10 years with an interest rate of 3.235% and ordering the preparation of the assessment rolls.

Reconstruction Project 15-01 – Turtle Ln/Schifsky Rd Reconstruction

Total Project Costs	\$ 1,892,612.33
Amount to be Assessed	\$ 139,900.68
Amount Paid by the City	\$ 1,752,711.65

**ROLL CALL: AYES** \_\_\_\_\_ **NAYS** \_\_\_\_\_

JOHNSON \_\_\_\_\_

QUIGLEY \_\_\_\_\_

SPRINGHORN \_\_\_\_\_

WICKSTROM \_\_\_\_\_

MARTIN \_\_\_\_\_

REGULAR COUNCIL MEETING  
AUGUST 1, 2016

t:/assessments/deccost16

TO: MAYOR, CITY COUNCIL, CITY MANAGER

FROM: THOMAS L. HAMMITT  
SENIOR ENGINEERING TECHNICIAN

DATE: JULY 28, 2016

SUBJECT: 2016 ASSESSMENTS - DECLARATION OF ASSESSMENT AMOUNTS  
& ORDER PREPARATION OF ASSESSMENT ROLLS

### INTRODUCTION

The City Council annually declares the costs of the projects that will be assessed that year and orders the preparation of the assessment rolls. Attached is a copy of the 2016 assessment schedule and a memo from the Finance Department discussing the assessment interest rates and terms of the payment period.

### BACKGROUND

There one project to be assessed in 2016:

Turtle LN/Schifsky Rd Reconstruction – Project 15-01

A map is attached showing those properties that are proposed for assessment. The Public Works Department has calculated the total cost for the project that is to be assessed in 2016. The worksheet is attached and shows the proposed assessable amounts. The proposed assessments are also compared with the estimated assessment amounts that were given at the public hearing.

A brief discussion of the project is listed below:

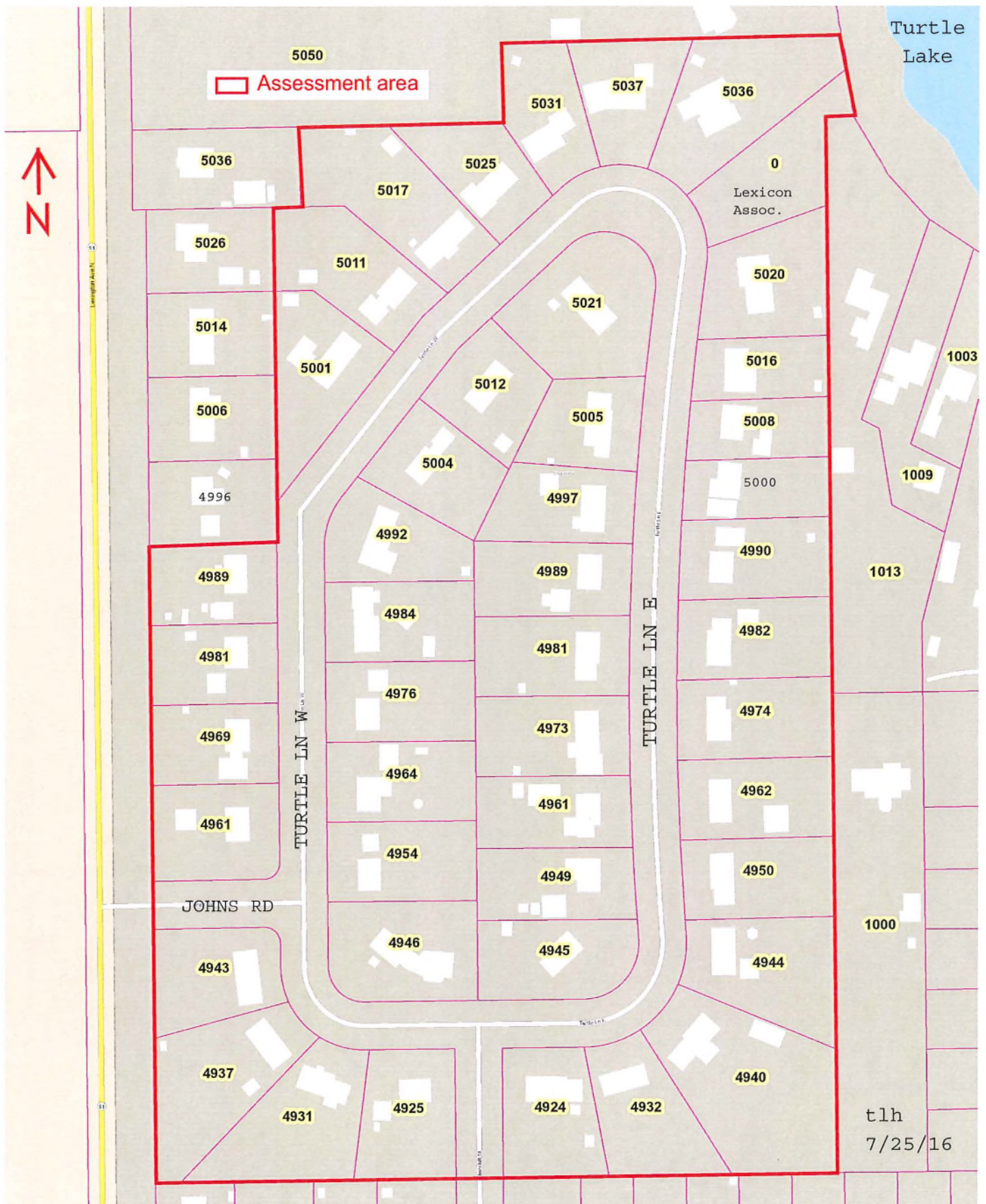
### TURTLE LN/SCHIFSKY RD - RECONSTRUCTION PROJECT 15-01

This project reconstructed Turtle Lane East and West along with Schifsky Road. The project included utility improvements, concrete curb and gutter, street pavement and LED Street lights. The storm sewer assessments are the same amounts as were presented at the public hearing and the street assessments are \$194 less. The affected properties assessments are to be spread over 10 years.

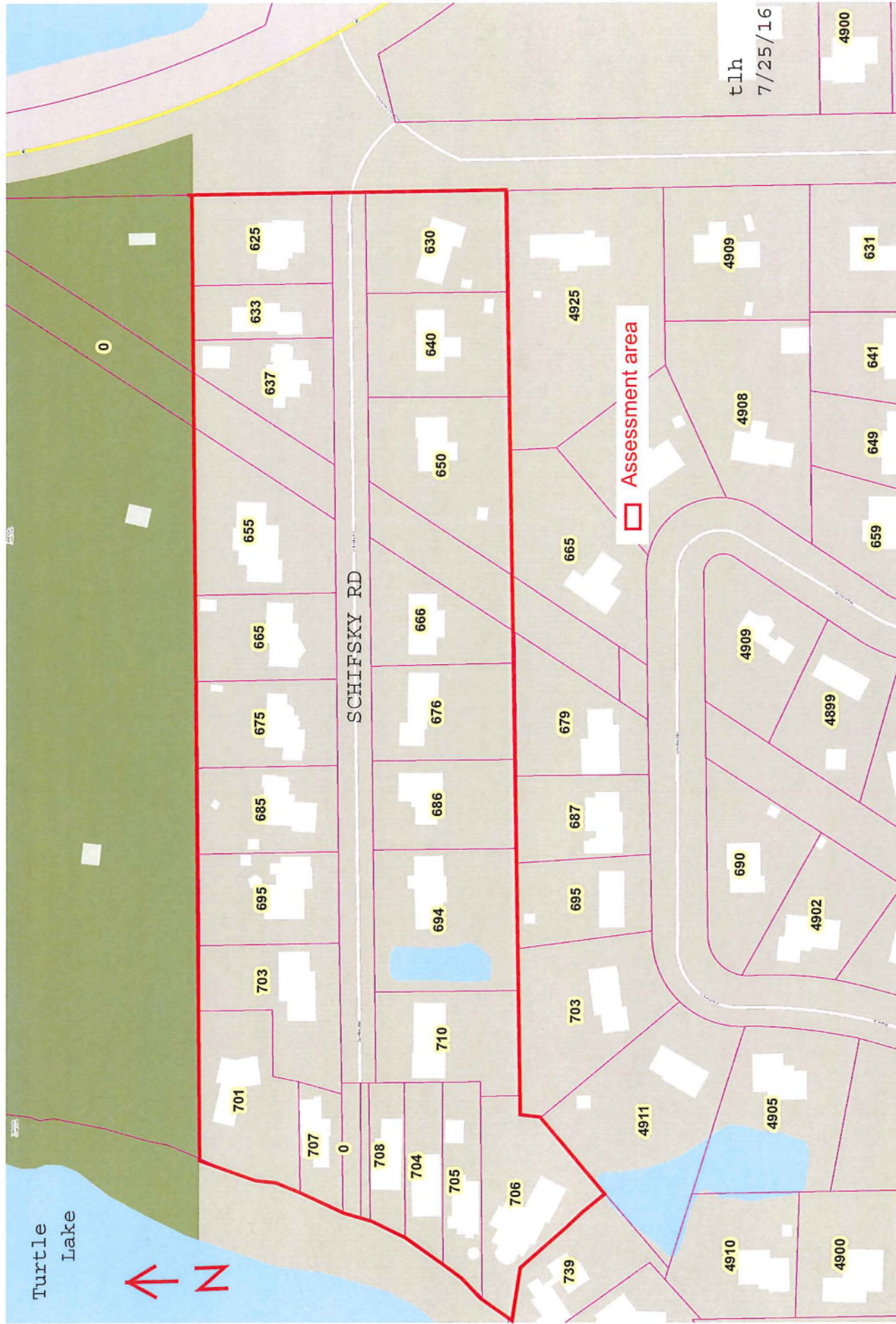
### RECOMMENDATION

It is recommended that the City Council approve Resolution No. 16-69 declaring the total costs of the projects, stating the amount to be assessed, the amount paid by the City, a repayment period of 10 with an interest rate of 3.235 percent and ordering the preparation of the assessment rolls.

tlh  
#15-01







**ASSESSMENTS – STREET PROJECT 15-01  
TURTLE LNS/SCHIFSKY RD RECONSTRUCTION**

PROJECT COSTS

Project 15-01

Prime Contractor –Redstone Construction LLC	\$ 1,697,606.89
Design & Construction Eng. (City)	\$ 154,536.22
Legal & Easements	\$ -
Bonding	\$ -
Administration - Other, Misc.	\$ 40,469.22
Total Project Cost	\$ 1,892,612.33

ASSESSMENTS

Total Street Assessment	\$ 90,372.28
Total Storm Sewer Assessment	\$ 49,528.40
Total Assessments	\$ 139,900.68

Non-Assessable \$ 1,752,711.65

Number of Assessable Units for Street 67

		<u>Feasibility</u>	<u>Actual</u>	<u>Difference</u>	
Street Assessment per unit	\$	1,543.00	\$ 1,348.84	\$ 194.16	Less
Storm Sewer Rate - Residential Per Policy		- Direct		\$ 0.07/0.035 per S.F.	
		- Indirect		\$ 0.035/0.0175 per S.F.	

#15-01

TLH 7/28/16

t:/assess/wksh1501

**TO: MARK MALONEY  
TOM WESOLOWSKI  
DAVID YANG**

**FROM: TOM HAMMITT**

**DATE: JUNE 1, 2016**

**SUBJECT: 2016 ASSESSMENT SCHEDULE**

I have put together an assessment schedule for the 2016 Assessments. The following projects are scheduled for assessing:

**Turtle Lane/Schifsky Rd Reconstruction Project 15-01**

The schedule meets the November 15<sup>th</sup> statute deadline.

**2016 ASSESSMENTS - PROJECT SCHEDULE**

A tentative schedule for preparing the assessments is as follows:

July 18-27, 2016	Gather cost information (from Finance) Prepare cost of assessments
August 1, 2016	Engineering provides costs and proposed amounts to be assessed. Council declares costs and orders preparation of assessment rolls.
August 15, 2016	Engineering completes assessment rolls. Council orders Public Hearing for September 19 <sup>th</sup> .
August 25, 2016	Engineering forwards Notice of Hearing to newspaper. Published Notice of Hearing appears in the official paper on August 31 <sup>st</sup> & September 7 <sup>th</sup> .
August 31, 2016	Engineering mails resident notices after first notice appears on August 31.
September 19, 2016	Public Assessment Hearing date. Adopt assessment if no objections. Mail Notice of Adoption on September 20. (Begin 30-day payment period)
October 1, 2016	Objection Response Meeting if not adopted at the hearing – Must Adopt Assessment roll, begin 30-day payment period.
October 2, 2016	Mail Adoption Notice. (Includes 30-day pre-payment period at the City).
November 3, 2016	Engineering certifies assessment roll to Ramsey County 30 days from adoption or not later than November 15, 2016.

tlh

t:/assess/16assess schedule

To: Tom Hammitt  
Senior Engineering Technician

From: Fred Espe  
Finance Director

Subject: 2016 Assessment term and rate

In 2016 assessment rolls will be adopted for the following project:

- Turtle Lane Area & Schifsky Road Reconstruction, Project 15-01  
Fund 577

The 2015A General Obligation Bonds issued in September of 2015 financed this project. The recommended assessment term for the above project is 10 years. Based on the final 2015A Bond documents as indicated by the City's Financial Advisor we recommend an interest rate on this assessment roll of 3.235%.

September 19, 2016 CC Meeting

**\* PROPOSED \***

**EXTRACT OF MINUTES OF MEETING OF THE  
CITY COUNCIL OF SHOREVIEW, MINNESOTA**

**HELD AUGUST 1, 2016**

\* \* \* \* \*

Pursuant to due call and notice thereof, a meeting of the City Council of the City of Shoreview, Minnesota was duly called and held at the Shoreview City Hall in said City on August 1, 2016 at 7:00 p.m. The following members were present:

and the following members were absent:

Member introduced the following resolution and moved its adoption.

**RESOLUTION NO. 16-69**

**RESOLUTION DECLARING COSTS TO BE ASSESSED  
AND ORDERING PREPARATION OF PROPOSED ASSESSMENT ROLL  
FOR THE 2015 ASSESSMENT PROJECTS  
TURTLE LANES/SCHIFSKY RD RECONSTRUCTION – PROJECT 15-01**

WHEREAS, the City of Shoreview has let a contract for the construction of the following improvements, to wit:

Turtle Ln/Schifsky Rd Reconstruction – Project 15-01

in accordance with and pursuant to the authority granted in Minnesota Statutes, Chapter 429, and

WHEREAS, the costs incurred in making the above improvement, including all construction, engineering, administration and other indirect costs have been determined to be the following:

Turtle Ln/Schifsky Rd Reconstruction – Project 15-01      \$1,892,612.33

NOW, THEREFORE, BE IT RESOLVED by the City Council of Shoreview, Minnesota, as follows:

1. The City Council hereby determines for Project 15-01 that the City shall pay \$1,752,711.65 of said cost, exclusive of the amount it will pay as a property owner and the sum of \$139,900.68 shall be assessed against benefited property owners based upon benefits received without regard to cash valuation.



RESOLUTION NO. 16-69

Page Two

2. The City Manager, with the assistance of the City Engineer, shall forthwith calculate the proper amount to be specially assessed for the above improvements respectively against every assessable lot, piece or parcel of land without regard to cash valuation as provided by law, and a copy shall be on file in the City offices for public inspection. The City Manager shall, upon completion of such proposed assessment roll, notify the City Council thereof.

3. For Projects 15-01 the repayment period for assessments not paid in the 30-day period after adoption, shall be spread over 10 years per policy and shall have the interest rate of 3.235 percent.

The motion for the adoption of the foregoing resolution was duly seconded by  
Member \_\_\_\_\_ and upon vote being taken thereon, the following voted in favor  
thereof:

and the following voted against the same:

WHEREUPON, said resolution was declared duly passed and adopted this 1<sup>st</sup> day  
of August, 2016.

RESOLUTION NO. 16-69  
Page Three

STATE OF MINNESOTA)  
 )  
COUNTY OF RAMSEY )  
 )  
CITY OF SHOREVIEW )

I, the undersigned, being the duly qualified and acting Manager of the City of Shoreview of Ramsey County, Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a meeting of said City Council held on the 1<sup>st</sup> day of August, 2016 with the original thereof on file in my office and the same is a full, true and complete transcript therefrom insofar as the same relates to declaring the costs and ordering the preparation of the assessment rolls for Projects 15-01.

WITNESS MY HAND officially as such Manager and the corporate seal of the City of Shoreview, Minnesota, this 2<sup>nd</sup> day of August, 2016.

---

Terry C. Schwerm  
City Manager

SEAL

## **LICENSE APPLICATIONS**

Moved by Councilmember \_\_\_\_\_

Seconded by Councilmember \_\_\_\_\_

To approve the License Applications as listed on the attached report dated August 1, 2016.

<b>ROLL CALL:</b>	<b>AYES</b>	<b>NAYS</b>
Johnson	_____	_____
Quigley	_____	_____
Wickstrom	_____	_____
Springhorn	_____	_____
Martin	_____	_____

August 1, 2016  
Regular Council Meeting

**CITY OF SHOREVIEW - LICENSE APPLICATIONS**  
**August 1, 2016**

<b><u>LICENSE #</u></b>	<b><u>BUSINESS NAME</u></b>	<b><u>TYPE</u></b>
2016-00041	A Cut Above Tree Service	Tree Trimmer

The above licenses are recommended for approval: \_\_\_\_\_  
License/Permit Clerk

## PROPOSED MOTION

**MOVED BY COUNCILMEMBER** \_\_\_\_\_

**SECONDED BY COUNCILMEMBER** \_\_\_\_\_

to approve a request from the Church of St. Odilia for a temporary on-sale intoxicating liquor license for their annual parish fundraiser, Fall Festival, to be held on September 10 and 11, 2016 at St. Odilia Catholic Church, 3495 North Victoria Street, Shoreview.

ROLL CALL:	AYES	_____	NAYS	_____
	JOHNSON	_____		_____
	QUIGLEY	_____		_____
	SPRINGHORN	_____		_____
	WICKSTROM	_____		_____
	MARTIN	_____		_____

**TO: MAYOR AND COUNCILMEMBERS**

**FROM: AMY TRUHLAR**  
**DEPUTY CLERK**

**DATE: JULY 28, 2016**

**SUBJECT: TEMPORARY ON-SALE LIQUOR LICENSE FOR ST. ODILIA**

Attached is a request for a temporary on-sale liquor license for their annual parish fundraiser, Fall Festival, to be held at St. Odilia Catholic Church on September 10 and 11, 2016.

They are requesting an Intoxicating Liquor Special Event License which would permit them to sell beer, wine, margaritas, and bloody marys at the event. Similar requests have been made by St. Odilia in the past and have been approved by the City Council.

It is recommended that the City Council approve this request from St. Odilia for a temporary on-sale liquor license.



Minnesota Department of Public Safety  
Alcohol and Gambling Enforcement Division  
445 Minnesota Street, Suite 222, St. Paul, MN 55101  
651-201-7500 Fax 651-297-5259 TTY 651-282-6555

**APPLICATION AND PERMIT FOR A 1 DAY  
TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE**

Name of organization		Date organized		Tax exempt number	
Church of St. Odilia		Jan 1, 1960		41-0837655	
Address		City	State	Zip Code	
3495 Victoria St. N		Shoreview	Minnesota	55126	
Name of person making application		Business phone		Home phone	
Fr. Phillip J. Rask		651-484-6681			
Date(s) of event		Type of organization			
September 10 & 11, 2016		<input type="checkbox"/> Club <input type="checkbox"/> Charitable <input checked="" type="checkbox"/> Religious <input type="checkbox"/> Other non-profit			
Organization officer's name		City	State	Zip Code	
Fr. Phillip J. Rask		Shoreview	Minnesota		
Organization officer's name		City	State	Zip Code	
			Minnesota		
Organization officer's name		City	State	Zip Code	
			Minnesota		
Organization officer's name		City	State	Zip Code	
			Minnesota		

Location where permit will be used. If an outdoor area, describe.  
Church parking lot and grounds located at 3495 Victoria St. N. Shoreview, MN

If the applicant will contract for intoxicating liquor service give the name and address of the liquor license providing the service.

If the applicant will carry liquor liability insurance please provide the carrier's name and amount of coverage.

**APPROVAL**

APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO ALCOHOL AND GAMBLING ENFORCEMENT

City or County approving the license	Date Approved
Fee Amount	Permit Date
Date Fee Paid	City or County E-mail Address
	City or County Phone Number

Signature City Clerk or County Official

Approved Director Alcohol and Gambling Enforcement

CLERKS NOTICE: Submit this form to Alcohol and Gambling Enforcement Division 30 days prior to event.

**ONE SUBMISSION PER EMAIL, APPLICATION ONLY.**

**PLEASE PROVIDE A VALID E-MAIL ADDRESS FOR THE CITY/COUNTY AS ALL TEMPORARY PERMIT APPROVALS WILL BE SENT BACK VIA EMAIL. E-MAIL THE APPLICATION SIGNED BY CITY/COUNTY TO [AGE.TEMPORARYAPPLICATION@STATE.MN.US](mailto:AGE.TEMPORARYAPPLICATION@STATE.MN.US)**

# CITY OF SHOREVIEW LIQUOR LICENSE APPLICATION

This license application will not be processed until the following applicable information is provided, along with the necessary attachments and fees:

1. Type(s) of Liquor License(s) for which application is submitted:

<input type="checkbox"/>	Intoxicating Liquor On Sale	\$5,000
<input type="checkbox"/>	Intoxicating Liquor On Sale w/Training	\$4,000
<input type="checkbox"/>	Intoxicating Liquor On Sale Wine	\$1,000
<input type="checkbox"/>	Intoxicating On Sale Vet. Organization	\$ 300
<input type="checkbox"/>	Transfer	\$ 200
<input type="checkbox"/>	Intoxicating Liquor Off Sale	\$ 200
<input type="checkbox"/>	Intoxicating Liquor Sunday Sale	\$ 200
<input type="checkbox"/>	3.2 Percent Liquor On Sale	\$ 150
<input type="checkbox"/>	3.2 Percent Liquor Off Sale	\$ 50
<input checked="" type="checkbox"/>	Intoxicating or 3.2 Percent Liquor Special Event	\$ 10

2. Person making application:

Name Fr. Phillip J. Rask  
 Address 3495 Victoria St. N Shoreview, MN 55126  
 Telephone 651-484-6681 Date of Birth 9-14-46

3. Partnership application (information required in addition to Number 2 where license is to be issued in the name of a Partnership).

Name of partnership \_\_\_\_\_  
 Address \_\_\_\_\_  
 Telephone number \_\_\_\_\_  
 Date of partnership formation \_\_\_\_\_  
 MN Tax ID \_\_\_\_\_ Federal Tax ID \_\_\_\_\_  
 Name, address, telephone number, and date of birth of all partners:

Name	Address	Telephone	Date of Birth



4. Corporation application (information required in addition to Number 2 where license is to be issued in the name of a Corporation).

Name of corporation Church of St. Odilia of Shoreview MN  
Address 3495 Victoria St. N Shoreview, MN 55126  
Telephone number 651-484-6681  
Date of incorporation June 1960  
MN Tax ID 4444 24942 Federal Tax ID 41-0837655  
Is Corporation authorized to do business in Minnesota? Yes  
Name, address, telephone number, and date of birth of all shareholders and officers:

Name	Address	Telephone	Date of Birth
Fr. Phillip Rast	3495 Victoria St N Shoreview, MN 55126	651-484-6681	9-14-46
Gregory Gerlach	4224 Hemlock Ln St. Paul, MN 55127	651-483-9765	2-18-58
Kathryn Boyle	6643 Sherman Lake Rd Lino Lakes, MN 55038	651-278-3463	7-18-63

5. Application for **3.2 PERCENT LIQUOR SPECIAL EVENT LICENSE**. (information is required in addition to Number 2 where application is for 3.2 Percent Liquor Special Event).

Name of organization Church of St. Odilia  
Address 3495 Victoria St. N Shoreview, MN 55126  
Telephone number 651-484-6681  
Date September 10 & 11, 2016  
Place of special event Church of St. Odilia - Parking Lot  
General description of the special event and purpose: Annual Parish Festival

Are you requesting the City waive the investigation fee? Yes

6. **BUSINESS NAME** to be used in connection with the liquor license? Church of St. Odilia

7. Property on which Business will be conducted:

Post office address 3495 Victoria St. N, Shoreview, MN 55126  
Legal description 83-03500-06-05  
83-03500-020-05

Name, address, and telephone number of legal entity which owns the premises on which the business will be conducted:

NAME	ADDRESS	TELEPHONE
Church of St. Odilia	3495 Victoria St. N Shoreview, MN 55126	651-484-6681

8. List the full name, addresses and telephone numbers of the manager(s), assistant manager(s), and any other individual with management responsibilities for the premises to be licensed:

NAME	ADDRESS	TELEPHONE
Jeanne Schauf	3495 Victoria St N Shoreview, MN 55126	651-415-3347

9. Describe, generally, the type of business to be conducted, the services to be offered, and the items to be sold on the licensed premises:

Panish Festival - Food, Games, Silent/Live Auction, Raffle

10. State the total cost of assets acquired to start this business including the business premises, if purchased, fixtures, furniture, equipment, merchandise for resale, cash for working capital, prepaid insurance and any other assets. (If acquired from predecessor, attach purchase agreement):

N/A

11. Of the above cost of assets acquired, state the amount that is provided by the person(s) investing in this business:

12. The following items must be attached and submitted with this application, along with all required fees:

☐ Completed and verified license application form as prescribed by the  
N/A Commissioner of Public Safety (for all licenses except 3.2 Percent Liquor Special  
Event-SV Code 801.040(B).

☐ Scale drawing of floor plan of premises to be licensed showing its relationship to  
boundaries of property on which the premises is located (for all initial license  
N/A applications-SV Code 801.040(D).

- ☒ Certificate of Insurance (for all Intoxicating Liquor On Sale, Intoxicating Liquor On Sale Wine, and Intoxicating Liquor Off Sale-SV Code 801.040(F)).
- ☐ *N/A* Filed copy of Articles of Incorporation (for Corporate applications only).
- ☐ *N/A* Executed copy of Partnership Agreement (for Partnership applicants only).
- ☐ *N/A* Copy of lease (where applicant does not own property or premises on which business will be conducted).
- ☐ *N/A* \$200.00 investigation fee (for all new applications or for liquor license transfers where authorized-SV Code 801.040(A)).

Dated this 26<sup>th</sup> day of July, 2016

I, hereby, under oath, state that the information contained in this Application is true and correct to the best of my knowledge; that I have received a copy of the Shoreview Liquor Ordinance; and that I will notify the City of Shoreview as soon as any of the facts in this Application change. I further acknowledge that the falsification of any information contained in this Application will be cause for denial of the License Application or for revocation of a license which has been issued.

*Fr. Philip J. Cook*  
Individual Making Application

## PROPOSED MOTION

**MOVED BY COUNCILMEMBER** \_\_\_\_\_

**SECONDED BY COUNCILMEMBER** \_\_\_\_\_

To award the quote for new fitness equipment for the Community Center to 2<sup>nd</sup>  
Wind Exercise, Inc. in the amount of \$50,960.

ROLL CALL:	AYES	NAYS
JOHNSON	_____	_____
QUIGLEY	_____	_____
SPRINGHORN	_____	_____
WICKSTROM	_____	_____
MARTIN	_____	_____

Regular Council Meeting  
August 1, 2016

**TO: MAYOR AND COUNCILMEMBERS**

**FROM: TERRY SCHWERM  
CITY MANAGER**

**DATE: JULY 28, 2016**

**SUBJECT: AWARD OF QUOTE—FITNESS EQUIPMENT REPLACEMENT**

### **INTRODUCTION**

The City currently has two separate leases for 14 pieces of cardio equipment for the fitness center in the Community Center. Both of these leases expire near the end of October. The Council is being asked to approve the purchase of eight pieces of fitness equipment from 2<sup>nd</sup> Wind Exercise, Inc. to replace some of the leased equipment.

### **BACKGROUND**

For the past several years, the City has leased several pieces of cardio equipment for the fitness center. Currently, the City has two leases that expire near the end of October. One lease, through Push, Pedal, Pull, is for nine pieces of cardio equipment, while the second lease, through 2<sup>nd</sup> Wind Exercise, is for five treadmills.

After an analysis of our lease rates and purchase costs, Community Center fitness staff is now recommending that the City purchase rather than lease the cardio equipment. To accomplish this change, the City plans to buy out the remaining lease from Push, Pedal, Pull for seven elliptical style trainers, and purchase eight pieces of fitness equipment from 2<sup>nd</sup> Wind Exercise, Inc. Council approval is needed to award the quote for the purchase of five Matrix T7xe treadmills, two Octane Lateral X elliptical machines, and one Octane x-ride seated elliptical. The total purchase cost of this cardio equipment is \$50,960. Staff anticipates that the useful life of the cardio equipment will generally be from 4-6 years, depending on the type of equipment and usage rates.

Approximately \$20,000 of the purchase cost of the equipment will be from the allocation included in the Fixed Asset Revolving Fund, and the remaining amount will be funded from the Community Center fund. In future years, we anticipate funding most of the cardio equipment replacement primarily from the Community Center fund.

### **RECOMMENDATION**

Based on the foregoing information, it is recommended that the Council approve the purchase of cardio equipment from 2<sup>nd</sup> Wind Exercise, Inc. in the amount of \$50,960.



## 2nd Wind Exercise, Inc.

Drew Wurst (3827)  
7585 Equitable Drive  
Eden Prairie, MN 55344  
Phone: (952) 224-1240  
Fax: (952) 906-6909

## Quote

Quote Order 22-029835  
Date 07/15/16

### Ship To Information

**Shoreview Community Center**  
Michelle Majkozak  
4580 Victoria Street North  
Shoreview, MN 55126

Work: (651) 490-4762

Fax: (651) 490-4797

### Bill To Information

**Shoreview Community Center**  
Michelle Majkozak  
4580 Victoria Street North  
Shoreview, MN 55126

Work: (651) 490-4762

Fax: (651) 490-4797

Expiration Date: 6/3/2016

Terms: Prepaid

Qty	SKU	Description	Delivery Method	Tax	List Price	Your Price	Ext. Price
		<u>NIHCA Member Facility &amp; MRPA Discounts Applied</u> w/Octane Complimentary Labor Warranty Upgrade (care of 2nd Wind)		<input type="checkbox"/>			
				<input type="checkbox"/>			
				<input type="checkbox"/>			
				<input type="checkbox"/>			
				<input type="checkbox"/>			
				<input type="checkbox"/>			
2	106500-500-CONS	<b>Octane LX8000 Lateral X</b> 3-D Motion w/Adjustable Lateral Width (10 levels) Non-Impact Elliptical Stride/Path Converging Arm Motion w/MultiGrip Handles Suspension Design for Smooth Movement 3-Speed Console Fan Rear Entry for Easy Access & Space Savings Factory Warranty: 3yrs Parts & 1yr Labor	Deliver	<input type="checkbox"/>	\$7,399.00	\$4,950.00	\$9,900.00
2	OCT-FACT-WTY-3+	<b>Octane Warranty Upgrade: 3yrs Parts &amp; 3yrs Labor</b>	Deliver	<input type="checkbox"/>	\$229.00	\$0.00	\$0.00
1	103498-550-CONS	<b>Octane X-Ride Seated Elliptical</b> Converging Arm Motion w/MultiGrip Handles Adjustable Seat w/5 Position Tilting Backrest Factory Warranty: 3yrs Parts & 1yr Labor	Deliver	<input type="checkbox"/>	\$5,199.00	\$3,515.00	\$3,515.00
1	OCT-FACT-WTY-3+	<b>Octane Warranty Upgrade: 3yrs Parts &amp; 3yrs Labor</b>	Deliver	<input type="checkbox"/>	\$199.00	\$0.00	\$0.00
5	T7xe	<b>Matrix T7xe TREADMILL w/15"TouchTV</b>	Deliver	<input type="checkbox"/>	\$10,995.00	\$6,775.00	\$33,875.00

Qty	SKU	Description	Delivery Method	Tax	List Price	Your Price	Ext. Price
5	VA-16GB	Matrix Virtual Active - 16 GB (10 videos) 22"x60" Belt/Running Surface 5.0HP AC Motor: .5 - 15mph speed HandleGrips w/Speed & Incline Controls Ultimate Cushion Deck For Natural Feel 3-Speed Console Fan Factory Warranty: 3yrs Parts & 3yrs Labor	Deliver	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	\$899.00	\$525.00	\$2,625.00
1		Factory Freight		<input type="checkbox"/>	\$952.37	\$0.00	\$0.00
		Free Freight c/o 2nd Wind Exercise		<input type="checkbox"/>			
1		Delivery & Installation	Deliver	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>		\$1,045.00	\$1,045.00

**Special Instructions:**

Octane Units are Self-Powered (no plug-ins required)  
Treadmills require 20AMP NEMA, 110v dedicated circuit outlets

Item Total: **\$50,960.00**  
Tax: **\$0.00**  
TOTAL: **\$50,960.00**

## Standard Terms and Conditions

1. All orders must be prepaid before shipment without approved credit.
2. These prices are subject to change after 30 days from document date.
3. There will be a 1.5% monthly service charge on all overdue accounts. The buyer is also responsible for any collection and/or legal fees involved in collecting past due accounts.
4. Any changes on orders must be made within 7 days after the order is accepted.
5. If customer requires a certificate of insurance that includes a waiver of subrogation or if the additional insured is to be on a primary non-contributory basis the customer agrees to assume the additional cost.
6. Clerical errors subject to correction. All prices and agreements are contingent upon strikes, accidents, and other causes avoidable or beyond our control.
7. Buyer agrees to promptly file claim for all goods damaged in transit.
8. There will be a 15% restocking charge on merchandise ordered but not accepted. Delivery, Set-Up and Freight charges will not be refunded.
9. A Preventative Maintenance Agreement is available for all equipment.
10. Equipment lease is available with approved credit.
11. All unit prices are F.O.B. manufacturer.
12. Products purchased without commercial warranties that are placed in non-residential settings void manufacturer's warranty. All repair costs are customers responsibility.

## Acceptance of Proposal:

These prices, specifications and conditions are satisfactory and are hereby accepted.

I am authorized to order the listed equipment with full understanding  
of the payment terms.

Authorized Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

P.O. Number: \_\_\_\_\_

Date of Acceptance: \_\_\_\_\_

*....Isn't it time you  
got your 2<sup>nd</sup> Wind?*

[www.2ndwindexercise.com](http://www.2ndwindexercise.com)



**FitTouch™ Technology**

Our 38-cm / 15-inch, integrated LCD screen features FitTouch, an intuitive touchscreen interface that inspires users of all levels.

**Secondary LCD Data Display**

Our secondary LCD data display keeps this product running longer. In the event of a primary screen malfunction, this display works in conjunction with the crossbar quick keys for quick start mode until the main LCD can be repaired.

**Nike + iPod****Nike + iPod® for the Gym**

Nike + iPod® allows users to save their workouts to their iPod and post them to nikeplus.com.

**FEATURES**

Deck Type	Ultimate hard-wax reversible 1" deck
Belt Type	Habasit, 2-ply commercial grade
Running Area	152 x 56 cm / 60" x 22"
Step-on Height	24 cm / 9.5"
Cushion System	Ultimate Deck™ cushioning system
Incline Range	0-15% (590-kg / 1,300-lb. thrust elevation motor)
Speed Range	0.8 – 24.1 km/h / 0.5 – 15 mph**
Contact & Telemetric HR	Yes
Crossbar Controls	Go, stop, cool down, speed and incline
Tread Sense	Yes

**CONSOLE**

Display Type	38 cm / 15" touchscreen LCD
Display Feedback	Time, Distance (Kilometers or Miles), Calories, Calories per Hour, Speed, Incline, Pace, Heart Rate, METs, Watts, Dynamic Profile Display, Static Profile Display
Secondary Data Display	Yes
User-defined Multi-language Display	English, German, French, Italian, Spanish, Dutch, Portuguese, Chinese (s), Chinese (t), Japanese, Korean, Swedish, Finnish, Russian, Arabic, Welsh, Turkish, Polish
Workouts	Manual, Rolling Hills, Fat Burn, 5k, Target HR, Gerkin Protocol, Army PFT, Navy PRT, Marine PFT, Air Force PRT, Physical Efficiency Battery (PEB)
CSAFE Ready-FitLinxx™ Certified	Yes
Netpulse Compatible	No
IPTV Compatible	No
FitTouch™ Technology	Yes
One-button Start	Yes
On-the-fly Program Change	Yes
Integrated Vista Clear™ Television Technology	Yes
FITCONNECTION Ready	No
WiFi Enabled	Optional
iPod® / iPhone® Compatible	Made for iPod®
Multimedia Playback	No
Nike + iPod® Compatible	Yes
Personal Fan	Yes
USB Port	Yes
Virtual Active™ Compatible	Yes
Asset Management Compatible	Yes
Workout Tracking Network Compatible	No
Web Connectivity	No
Facility Communication Portal/Calendar	No
RFID Compatible	No
Pause Function	Yes
Reading Rack	No

**DRIVE SYSTEM**

Drive System	Matrix 5.0 hp AC Dynamic Response Drive System™
--------------	---

**TECH SPECS**

Power Requirements	20-amp dedicated circuit required, non-looped grounded
Electrical Receptacle & Plug	NEMA 5-20R 120v
Assembled Dimensions	215 x 93 x 161 cm / 84.6" x 36.5" x 63.5"
Max User Weight	182 kg / 400 lbs.
Assembled Weight	181 kg / 399 lbs.
Shipping Weight	200 kg / 440 lbs.

**WARRANTY**

Frame	7 years
Drive Motor	Lifetime
Parts & Labor	3 years
Wear Items (iPod® Cable, USB Port, Headphone Jack, Battery)	90 days parts

\*\*24.1 km/h / 15 mph rating good for users up to 159 kg / 350 lbs.

"Made for iPod®" means that an electronic accessory has been designed to connect specifically to iPod® and has been certified by the developer to meet Apple performance standards. Apple is not responsible for the operation of this device or its compliance with safety and regulatory standards. iPod® is a trademark of Apple Inc., registered in the U.S. and other countries.

**Ultimate Deck™ System**

Our impact absorption system provides the ultimate feel for all users, and offers over 40,000 kilometers / 25,000 miles of maintenance-free performance.

**Dynamic Response Drive System™**

Our exclusive drive system is coupled with controller technology that continuously monitors and adjusts to user footfall to ensure a perfect stride.

**Cast-aluminum End Caps**

For lasting durability, the Matrix 5 and 7 series treadmills are equipped with cast-aluminum end caps.



# THE LATERALX

MOVE IN A NEW DIRECTION

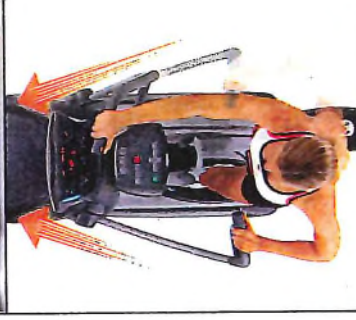
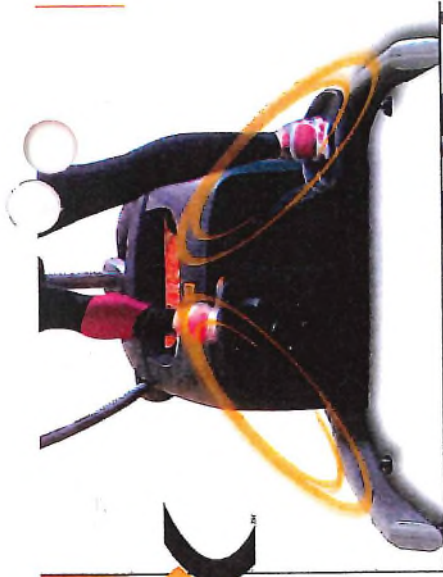
LATERALX  
MOVE IN A NEW DIRECTION

## LX8000

Add a new dimension and excitement to the cardio floor with the LateralX elliptical that delivers functional challenges, more muscle demands and greater caloric burn.

### OCTANE ADVANTAGES

- Adjustable lateral 3-D motion
- 27% increase in caloric expenditure\*
- 30% increase in hip abductor/adductor activity\*
- Adds muscle confusion with 10 varying planes of motion
- Great for sports, rehab and stability training, working the hips, thighs and glutes
- CROSS CIRCUIT and Embedded Touch Screen compatible



\*Study conducted by Minnesota State University Mankato going from lateral width 1 to lateral width 10.



## LATERAL MOTION

Active side-to-side motion that increases caloric expenditure by 27% and engages more lower body muscles.

## STEPPING MOTION

An additional movement option that simulates a stepping movement for added variety or recovery.

## UPPER-BODY ERGONOMICS

Patented, one-of-the-kind Converging Path and MultiGrip handlebars better engage the upper body and assist with fitting every exerciser better.

## CROSS CIRCUIT

Exercisers achieve greater results through improved conditioning and motivation, and clubs and trainers benefit from a powerful new revenue source.

## LX8000 SPECIFICATIONS

• Standard • Optional

KEY MECHANICAL FEATURES	
Electronically adjustable lateral width	•
Converging Path™ handlebars	•
MultiGrip™ handlebars	•
Fingertip controls on moving handlebars	•
Moving handlebar lock-out option	•
1-time adjustable handlebar position	•
Soft grip pedals	•
Low step-up height	•
Water bottle holder	•
Reading rack	•
Transport wheels	•
ELECTRONIC FEATURES	
Lateral width adjustments	10
Resistance levels	30
Digital heart rate on moving handlebars	•
Wireless heart rate ready	•
Console fan (3 speeds)	•
Self-powered	•
HeartLogic™ Intelligence	•
CSAFE®	•
FitLinxx® compatible	•

WORKOUTS	
Number of programs	13
PRESET RESISTANCE PROGRAMS	
Manual	•
Random	•
Interval	•
Goal - distance or calorie	•
LATERAL WIDTH PROGRAMS	
Lateral Interval	•
Dual Direction	•
HEART RATE-CONTROLLED PROGRAMS	
Heart Rate Interval	•
Fat Burn	•
ADVANCED PROGRAMS	
CROSS CIRCUIT Solo	•
CROSS CIRCUIT Group	•
30:30 Interval	•
MMA	•
Constant Power - Watts or METs	•

WORKOUT BOOSTERS	
X-Mode™	•
ThighToner™	•
QuadPower™	•
ENTERTAINMENT OPTIONS	
Personal Viewing Screen	•
Wireless 900 Mhz	•
Embedded Touch Screen	•
PRODUCT SPECIFICATIONS	
Max user weight	400 lbs (181 kg)
Footprint (W x L)	42" x 63" (106 cm x 160 cm)
Product weight	388 lbs (176 kg)
Footprint with CROSS CIRCUIT stands (W x L)	44" x 75" (111 cm x 190 cm)
Product weight with CROSS CIRCUIT stands	438 lbs (198 kg)

## WARRANTY

Parts	3 years
Labor	1 year





# xR6000

THE MOST COMFORTABLE WORKOUT  
YOU CAN GET WHILE SITTING DOWN

## xR6000

Satisfy the demand for comfort, challenge and variety on the cardio floor with the unique xRide recumbent elliptical, delivering incredible effectiveness to everyone from beginners to athletes.

### OCTANE ADVANTAGES

- 343% more glute activity\*
- Burn 23% more calories\*
- Active Seat Position™
- Challenging upper-body workout
- Step-through design
- Embedded Touch Screen compatible



**xRide**  
BY OCTANE FITNESS



\*Study conducted by the St. Cloud State University Human Performance Lab versus a recumbent bike at the same perceived exertion.



## POWERSTROKE™

Distinct from recumbent bikes, the longer ellipse motion challenges muscles differently with forward and backward directions, longer range of motion and greater glute involvement.

## CHEST & LEG PRESS

Exercisers combine cardio and strength training efficiently with vigorous interval repetitions at high intensity.

## CUSTOMIZED COMFORT

The Active Seat Position™ accommodates any size exerciser, by offering more tilt and height adjustments for the perfect fit to maximize comfort and variety.

## LCD EXPERIENCE

Please every member with individual viewing screens for the ultimate workout experience.

## xR6000 SPECIFICATIONS

• Standard • Optional

### KEY MECHANICAL FEATURES

Step-through design	•
Oversized soft grip pedals	•
Stationary footpegs	•
Seat height adjustments	20
Seat tilt adjustments	5
MultiGrip™ handlebars	•
1-time adjustable handlebar position	•
Stationary handlebars	•
Water bottle/accessory holders	2
Reading rack	•
Transport wheels	•
Upper body lockout	•
Pedal straps	•

### ELECTRONIC FEATURES

Resistance levels	30
Digital contact heart rate on stationary handlebars	•
Wireless heart rate ready	•
Fingertip controls on stationary handles	•
Console fan (3 speeds)	•
Self-powered	•
HeartLogic™ Intelligence	•
CSAFE®	•
FitLinxx™ compatible	•

### WORKOUTS

Number of programs	17
--------------------	----

### PRESET RESISTANCE PROGRAMS

Manual	•
Random	•
Interval	•
Custom Interval	•
Hill	•
10K	•

### HEART RATE-CONTROLLED PROGRAMS

Fat Burn	•
Cardio	•
Heart Rate Interval	•

Heart Rate Custom Interval	•
Heart Rate Hill	•
Heart Rate Speed Interval	•
New Leaf® Custom	•

### ADVANCED PROGRAMS

30-30 Interval	•
MMA	•
Constant Watts	•
Constant METs	•

### WORKOUT BOOSTERS

Muscle Endurance	•
Leg Press	•
Chest Press	•

### ENTERTAINMENT OPTIONS

Personal Viewing Screen	•
Wireless 900 Mhz	•
Embedded Touch Screen	•

### PRODUCT SPECIFICATIONS

Max user weight	400 lbs (181 Kg)
Footprint (W x L)	36" x 71.5" (91 cm x 181 cm)
Product weight	319 lbs (145 Kg)

### WARRANTY

Parts	3 years
Labor	1 year



**PROPOSED MOTION**

**MOVED BY COUNCILMEMBER** \_\_\_\_\_

**SECONDED BY COUNCILMEMBER** \_\_\_\_\_

to close the public hearing.

ROLL CALL:            AYES \_\_\_\_\_ NAYS \_\_\_\_\_

JOHNSON	_____	_____
QUIGLEY	_____	_____
SPRINGHORN	_____	_____
WICKSTROM	_____	_____
MARTIN	_____	_____

**PROPOSED MOTION**

**MOVED BY COUNCILMEMBER** \_\_\_\_\_

**SECONDED BY COUNCILMEMBER** \_\_\_\_\_

to approve the application for an off-sale intoxicating liquor license for Target Corporation, for the Target store located at 3800 Lexington Avenue North, Shoreview, Minnesota.

ROLL CALL:            AYES \_\_\_\_\_ NAYS \_\_\_\_\_

JOHNSON	_____	_____
QUIGLEY	_____	_____
SPRINGHORN	_____	_____
WICKSTROM	_____	_____
MARTIN	_____	_____

Regular Council Meeting  
August 1, 2016

**TO: MAYOR AND COUNCILMEMBERS**

**FROM: AMY TRUHLAR  
DEPUTY CLERK**

**DATE: JULY 26, 2016**

**SUBJECT: APPROVAL OF AN APPLICATION FOR OFF-SALE  
INTOXICATING LIQUOR LICENSE—TARGET CORPORATION,  
3800 LEXINGTON AVENUE NORTH**

### **INTRODUCTION**

An application has been received for an off-sale intoxicating liquor license for Target Corporation for the Target store located at 3800 Lexington Avenue North. The City Council must hold a public hearing prior to issuance of any new liquor license.

### **DISCUSSION**

Target Corporation has submitted an application for an off-sale intoxicating liquor license for their store located at 3800 Lexington Avenue North. Target would be remodeling a portion of the store adjacent to the northern store entrance and creating a separate entry/exit to the liquor store as required by State law. The new Target off-sale liquor store will be in the general location of their current customer service area. Attached is a copy of the floor plan for the liquor store.

Target has completed the application and provided proof of liquor liability and workers' compensation insurance. Background checks have also been completed on the owner and manager identified in the application. They have also been notified of the City's compliance check and administrative penalty provision of the City Code. It should be noted that Target has held an off-sale 3.2% malt liquor license for several years and has not had any compliance check violations.

Public hearing notices have been published in the City's legal newspaper and sent to all property owners within 350 feet of the boundaries of the property. No comments have been received.

### **RECOMMENDATION**

Staff recommends that the Council hold the public hearing and approve the off-sale intoxicating liquor license for Target Corporation, located at 3800 Lexington Avenue North.



Minnesota Department of Public Safety  
**ALCOHOL AND GAMBLING ENFORCEMENT DIVISION**  
444 Cedar St., Suite 222, St. Paul, MN 55101-5133  
(651) 201-7507 FAX (651)297-5259 TTY(651)282-6555  
WWW.DPS.STATE.MN.US



**APPLICATION FOR OFF SALE INTOXICATING LIQUOR LICENSE**

**No license will be approved or released until the \$20 Retailer ID Card fee is received**

Workers compensation insurance company. Name Indemnity Ins. Co. of North America - Policy # WLRC 486 00487  
Licensee's MN Sales and Use Tax ID # 9086874 To apply for a MN sales and use tax ID #, call (651) 296-6181  
Licensee's Federal Tax ID # 41-0215170

**If a corporation, an officer shall execute this application If a partnership, a partner shall execute this application.**

Licensee Name (Individual, Corporation, Partnership, LLC) <b>Target Corporation</b>	Social Security # <b>--</b>	Trade Name or DBA <b>Target T0619</b>
License Location (Street Address & Block No.) <b>3800 Lexington Ave N</b>	License Period From To	Applicant's Home Phone # <b>612-761-1015</b>
City <b>Shoreview</b>	County <b>Ramsey</b>	State <b>MN</b>
		Zip Code <b>55126</b>
Name of Store Manager <b>Mandee Handrahan</b>	Business Phone Number <b>651-486-0048</b>	DOB (Individual Applicant) <b>--</b>

**If a corporation or LLC state name, date of birth, Social Security # address, title, and shares held by each officer. If a partnership, state names, address and date of birth of each partner.**

Partner Officer (First, middle, last)	DOB	SS#	Title	Shares	Address, City, State, Zip Code
See attached officer list					
Partner Officer (First, middle, last)	DOB	SS#	Title	Shares	Address, City, State, Zip Code
Partner Officer (First, middle, last)	DOB	SS#	Title	Shares	Address, City, State, Zip Code
Partner Officer (First, middle, last)	DOB	SS#	Title	Shares	Address, City, State, Zip Code

1. If a corporation, date of incorporation 02/11/1902, state incorporated in Minnesota, amount paid in capital ---. If a subsidiary of any other corporation, so state --- and give purpose of corporation ---. If incorporated under the laws of another state, is corporation authorized to do business in the state of Minnesota? ☐ Yes ☐ No
2. Describe premises to which license applies; such as (first floor, second floor, basement, etc.) or if entire building, so state.  
first floor
3. Is establishment located near any state university, state hospital, training school, reformatory or prison? ☐ Yes ☒ No If yes state approximate distance. \_\_\_\_\_
4. Name and address of building owner: owned by applicant, Target Corporation  
Has owner of building any connection, directly or indirectly, with applicant? ☐ Yes ☐ No
5. Is applicant or any of the associates in this application, a member of the governing body of the municipality in which this license is to be issued? ☐ Yes ☒ No If yes, in what capacity? \_\_\_\_\_
6. State whether any person other than applicants has any right, title or interest in the furniture, fixtures or equipment for which license is applied and if so, give name and details. n/a
7. Have applicants any interest whatsoever, directly or indirectly, in any other liquor establishment in the state of Minnesota?  
☒ Yes ☐ No If yes, give name and address of establishment. see attached MN store list



8. Are the premises now occupied or to be occupied by the applicant entirely separate and exclusive from any other business establishment? ☒ Yes ☐ No
9. State whether applicant has or will be granted, an On sale Liquor License in conjunction with this Off Sale Liquor License and for the same premises. ☐ Yes ☒ No ☐ Will be granted
10. State whether applicant has or will be granted a Sunday On Sale Liquor License in conjunction with the regular On Sale Liquor License. ☐ Yes ☐ No ☐ Will be granted
11. If this application is for a County Board Off Sale License, state the distance in miles to the nearest municipality. n/a
12. State Number of Employees tbd
13. If this license is being issued by a County Board, has a public hearing been held as per MN Statute 340A.405 sub2(d)? n/a
14. If this license is being issued by a County Board, is it located in an organized township? **If so, attach township approval.**

1. State whether applicant or any of the associates in this application, have ever had an application for a liquor license rejected by any municipality or state authority; if so, give dates and details. no
2. Has the applicant or any of the associates in this application, during the five years immediately preceding this application ever had a license under the Minnesota Liquor Control Act revoked for any violation of such laws or local ordinances; if so, give dates and details. no
3. Has applicant, partners, officers, or employees ever had any liquor law violations or felony convictions in Minnesota or elsewhere, including State Liquor Control penalties? ☐ Yes ☒ No If yes, give dates, charges and final outcome.  
see attached statement
4. During the past license year, has a summons been issued under the Liquor Civil Liability Law (Dram Shop) M.S. 340A.802.  
☐ Yes ☒ No If yes, attach a copy of the summons.

This licensee must have one of the following:

(ATTACH CERTIFICATE OF INSURANCE TO THIS FORM.)

Check one

- ☒ A. Liquor Liability Insurance (Dram Shop) - \$50,000 per person, \$100,000 more than one person; \$10,000 property destruction; \$50,000 and \$100,000 for loss of means of support.
- or
- ☐ B. A surety bond from a surety company with minimum coverage as specified in A.
- or
- ☐ C. A certificate from the State Treasurer that the licensee has deposited with the state, trust funds having market value of \$100,000 or \$100,000 in cash or securities.

**I certify that I have read the above questions and that the answers are true and correct of my own knowledge.**

Print name of applicant & title

Signature of Applicant

Date

David M. Mirelez, Vice President

*[Signature]*

6/21/14

**REPORT BY POLICE/SHERIFF'S DEPARTMENT**

This is to certify that the applicant and the associates named herein have not been convicted within the past five years for any violation of laws of the State of Minnesota or municipal ordinances relating to intoxicating liquor except as follows:

Police/Sheriff's Department

Title

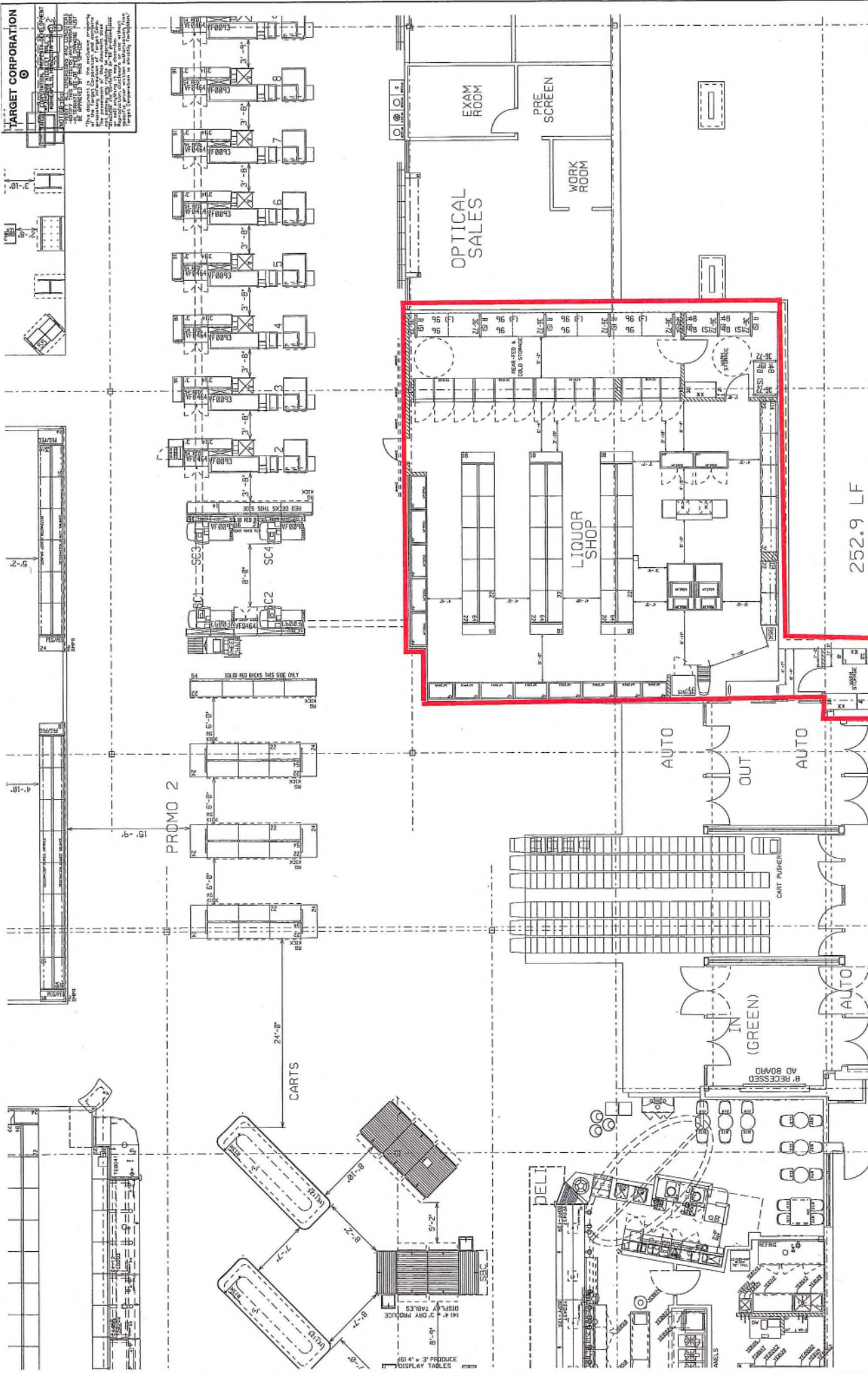
Signature

County Attorney's Signature

PS 9136-(2009)

**IMPORTANT NOTICE**

All retail liquor licensees must register with the Alcohol, Tobacco Tax and Trade Bureau.  
For information call (513) 684-2979 or 1-800-937-8864





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SHOWN ON THIS DRAWING ARE  
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FORM OR BY ANY MEANS, ELECTRONIC  
OR MECHANICAL, INCLUDING PHOTOCOPYING,  
RECORDING, OR BY ANY INFORMATION  
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THE WRITTEN PERMISSION OF TARGET CORPORATION.  
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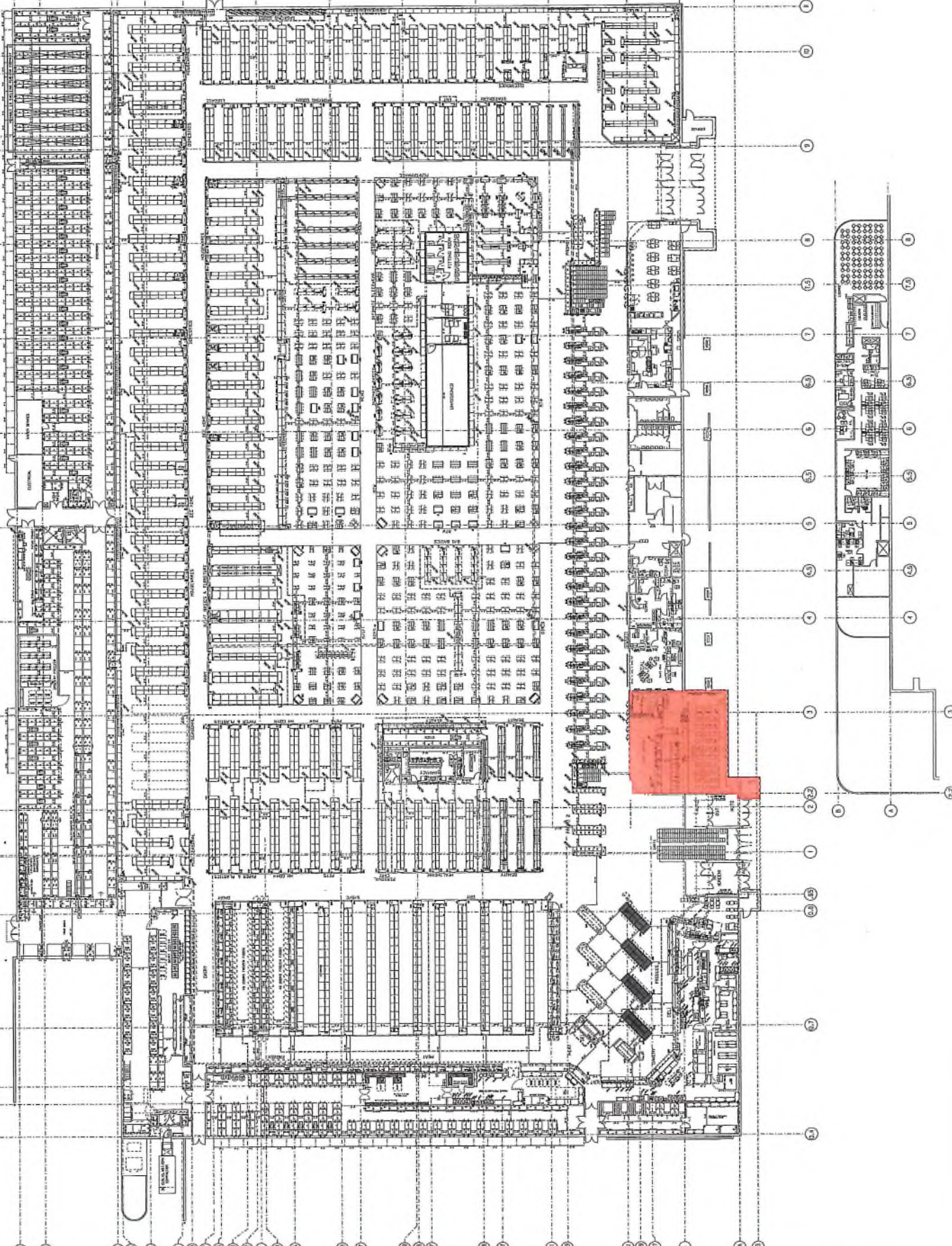
CEILING HEIGHT	
14'-0"	14'-0"
14'-0"	14'-0"
23'-0"	23'-0"
See notes to owner in report	
Struct.	No.

15' HALLWAY AND STAIR
2'

EXISTING

TARGET

ISSUE DATE:	18-JUN-2014 14:44
PROJECT NAME:	SHOREVIEW, MN
PROJECT NO.:	0619
DATE:	18-JUN-2014
BY:	SHOREVIEW
FOR:	SHOREVIEW, MN
TITLE:	T-0619
TITLE:	FIXTURE PLAN
PLANT TYPE:	FW1
SHEET NO.:	0191
SHEET NO.:	509MR







**PROPOSED MOTION:  
TO ADOPT ORDINANCE NO. 945**

**MOTION BY COUNCILMEMBER** \_\_\_\_\_

**SECONDED BY COUNCILMEMBER** \_\_\_\_\_

To adopt Ordinance No. 945, revising Chapter 200 of the Municipal Code -- adding section 205.015 opting out of the temporary family healthcare dwelling legislation.

**The approval is based on the following finding of fact:**

1. The ordinance opting out cites concerns related to the health, safety, and general welfare of the resident(s) and public safety staff.

**ROLL CALL:    AYES** \_\_\_\_\_ **NAYS** \_\_\_\_\_

Johnson	_____	_____
Quigley	_____	_____
Springhorn	_____	_____
Wickstrom	_____	_____
Martin	_____	_____

Regular City Council Meeting  
August 1, 2016

**TO:** Mayor, City Council and City Manager  
**FROM:** Niki Hill, AICP, Economic Development and Planning Associate  
**DATE:** July 29, 2016  
**RE:** File 2621-16-20, Text Amendment - Temporary Health Care Dwellings

### **BACKGROUND AND OVERVIEW**

This past legislative session a bill creating a new process for local governments to permit certain types of recreational vehicles and other structures as temporary family dwellings was signed into law by Governor Dayton. The new law goes into effect on September 1, 2016 unless a City chooses to adopt their own ordinance or adopt an ordinance opting out of the legislation. The intent behind the new law is to provide transitional housing for seniors by allowing a temporary family health care dwelling in a yard or driveway for up to 12 months.

The law has a broader effect and allows anyone who needs assistance with two or more “instrumental activities of daily life” for mental or physical reasons eligible to be housed in this manner. The law exempts these facilities from typical zoning authority and requires cities to approve a permit for them within 15 days. The law also allows them to be permitted with a doctor’s note for the residents and provides for exceptions to typical building, zoning, and fire regulations.

### **STAFF DISCUSSION**

Although the temporary health care dwelling needs to comply with the City’s setback requirements, it only requires a general site map of the location rather than a survey. It also exempts these temporary dwellings from the City’s accessory use or other zoning regulations. Therefore it is likely that the dwelling could be located within a front yard or driveway. The law also circumvents the public process with a shortened 15 day processing requirement and allows the permit to automatically extend without any provisions with which the City may deny the extension. Further, there is no reference to compliance with shoreland, floodplain or wetland requirements. Citing all those concerns staff believes that allowing these types of structures could change the character of neighborhoods.

Staff feels there are several viable alternative facilities that are located in Shoreview and surrounding communities that can address both senior and other healthcare needs. These include senior apartments, assisted living facilities and nursing home facilities; other apartments; or various medical rehabilitation centers. In addition, the City code does allow accessory apartments in existing single family homes.



Because of these and perhaps other concerns voiced by communities, the League of Minnesota Cities has drafted a sample opt-out ordinance. The League has stated that Cities may want to consider opting-out and regulating temporary dwelling units as a conditional use or, in the alternative, adopting a temporary health care dwelling ordinance that mirrors the state law with additional requirements, like front yard restriction.

### **TEXT AMENDMENT**

Attached is an ordinance adding section 205.015 opting out of the temporary family healthcare dwelling legislation.

### **PUBLIC HEARING**

Notice of the hearing has been published in the City's Legal Newspaper. No comments from the public have been received.

### **ECONOMIC DEVELOPMENT AUTHORITY DISCUSSION**

Staff has brought the temporary health care dwelling law to the Economic Development Authority (EDA) for discussion as they act as the Housing Authority in the City. The members also cited that they have concerns as well and acknowledged that we have a variety of resources and places available for those who need health care assistance. The EDA made a recommendation to adopt an ordinance opting out of the Temporary Health Care Dwelling requirements.

### **PLANNING COMMISSION REVIEW**

The Planning Commission held a public hearing at their July 26<sup>th</sup> meeting and considered the text amendment. The Commissioners supported opting out of the state legislation. Additionally, they encouraged the City to look at creating their own ordinance in the future, perhaps including a workshop where the advocates of the law could come and present to the group to get both viewpoints. The Planning Commission recommended the City Council approve the ordinance.

### **RECOMMENDATION**

Staff is recommending that the City Council to adopt Ordinance 945 opting out of the requirements of this legislation.

#### **Attachments**

- 1) League of MN Summary Memo
- 2) Ordinance 945
- 3) Motion Sheet



CONNECTING & INNOVATING  
SINCE 1913

## Temporary Family Health Care Dwellings of 2016 Allowing Temporary Structures – What it means for Cities

### Introduction:

On May 12, 2016, Governor Dayton signed, into law, a bill creating a new process for landowners to place mobile residential dwellings on their property to serve as a temporary family health care dwelling.<sup>1</sup> Community desire for transitional housing for those with mental or physical impairments and the increased need for short term care for aging family members served as the catalyst behind the legislature taking on this initiative. The resulting Temporary Family Health Care Dwelling Law (“Temporary Dwelling Law”) allows for a family to more easily care for “mentally or physically impaired person[s]” while they recuperate from surgery by having them stay in a “temporary dwelling” on the property

### Does the new law allow cities to craft their own permits?

**No**, not if the city does not opt-out of the statute. The law provides for a very specific permit application and process, which includes certification by a Minnesota licensed physician, physician assistant or advanced practice registered nurse that the dweller suffers from a mental illness or physical disability that makes the dweller unable to perform two or more instrumental activities of daily living. The law does limit the time frame for these temporary dwellings permits to 6 months, with a one-time 6 month renewal option. Further, there can be only one dwelling per lot and only one dweller who resides within the temporary dwelling. The legislature, however, did not include an age requirement for the mentally or physically impaired dweller, expanding the reach of this law beyond caring for an elderly parent. Additionally, the law preempts local zoning by specifically exempting these temporary dwellings from a city’s accessory use or recreational vehicle regulations. As a result, under the law, if setback requirements are otherwise met, a city would have to grant a permit for a pod in the front yard or driveway for one of these temporary dwellings.<sup>2</sup> The cities do have flexibility as to amounts of the permit fee, which sets the fee at \$100 for the initial permit with a \$50 renewal fee, unless city provides otherwise by ordinance.

### What does the Temporary Health Care Dwelling Permit require?

The mandatory application requests very specific information including, but not limited to:<sup>3</sup>

---

<sup>1</sup> Temporary Family Health Care Dwellings Bill

<sup>2</sup> The law expressly exempts a temporary family health care dwelling from being considered “housing with services establishment”, which, in turn, results in the 55 or older age restriction set forth for “housing with services establishment” not applying.

<sup>3</sup> Minn. Stat. 462.3593, subd. 3 sets forth all the application criteria.



- Identity information of not only the property owner, the resident of the property (if different than the owner), the primary care giver, as well as the mentally or physically impaired person;
- Proof of care from a provider network, including respite care, primary care or remote monitoring;
- Written certification signed by a Minnesota licensed physician, physician assistant or advanced practice registered nurse that the individual with the mental or physical impairment needs assistance performing two or more instrumental activities of daily life;
- An executed contract for septic sewer management or other proof of adequate septic sewer management;
- An affidavit that the applicant provided notice to adjacent property owners and residents;
- A general site map showing the location of the temporary dwelling and the other structures on the lot; and
- Compliance with setbacks and maximum floor area requirements of primary structure.

The law requires the application be signed by all of the following: the primary caregiver, the owner of the property (on which the temporary dwelling will be located) and the resident of the property (if not the same as the property owner). However, neither the physically disabled or mentally impaired individual nor his or her power of attorney signs the application.

#### **Do cities follow the Section 15.99 permit process under the new law?**

**Kind of.** The law creates a new type of expedited permit process. The statute applies the permit approval process found in Minn. Stat. § 15.99, but only allows the local government unit 15 days (rather than 60 days) to make a decision on granting the permit (no extension). It waives the public hearing requirement and allows the clock to restart if an application is deemed incomplete, as long as notification to the applicant of the defects in the application occurs within five days. For those councils that regularly meet only once a month, the law provides for a 30-day decision.

#### **What types of structures qualify as temporary structures under the new law?**

The specific structural requirements set forth in the law preclude using pop up campers on the driveway or the “granny flat” with its own foundation as a temporary structure. Qualifying temporary structures must primarily be pre-assembled, cannot exceed 300 gross square feet, cannot attach to a permanent foundation, must meet state accessibility standards, must provide access to water and electrical utilities (by connecting to principal dwelling or by to other comparable means), must have compatible standard residential construction exterior materials, must have minimum insulation of R-15; must be portable (as defined by statute) and must contain backflow check valve.<sup>4</sup>

---

<sup>4</sup> Minn. Stat. 462.3593, subd. 2 sets forth all the structure criteria.

### **Can cities revoke these permits?**

**Yes** but only if the permit holder violates the requirements of the law. The statute allows for the city to require the permit holder to provide evidence of compliance and also authorizes the city to inspect the temporary dwelling at times convenient to the caregiver to determine compliance. The permit holder then has sixty (60) days from the date of revocation to remove the temporary family health care dwelling. The law does not address appeals of a revocation.

### **Do cities have to follow the Temporary Family Health Care Dwelling law?**

**No**, but to avoid doing so, cities must take action. Local governments may opt out of this program but *must pass an ordinance to do so*. This seems to be a complete opt-out, not a partial opt-out; so cities cannot adopt only a part of the statute. Many cities have indicated to the League that the property owners in their jurisdiction have adequate access to a permit for this type of use through existing local land use controls and permitting authority. Other cities may choose to adopt their own temporary dwelling requirements or amend their existing conditional use ordinances to allow temporary dwellings as a permitted use. If a city does not pass an ordinance to opt-out, the law requires the city to issue permits to qualified applicants starting on September 1, 2016. Because the law does not make it clear whether the opt-out ordinance represents adoption or an amendment of an official control, the city may want to err on the side of caution and treat it as such.

### **Should cities opt-out?**

**It depends.** While these new temporary dwellings may meet an emerging community need, the implication of the law does raise questions. Why opt-out? Cities should consider the below when analyzing whether to opt out. If a city does not opt out, then:

- The local authority loses control of zoning for these type of structures;
- The city's other zoning for accessories or recreational vehicles do not apply;
- The city has no authority to add additional requirements, like prohibiting these structures from front yards or driveways;
- Although not necessarily a legal issue for the city, not having the individual who has the physical disabilities or mental illness or that individual's power of attorney sign the permit application and a consent to release of his or her data causes discomfort<sup>5</sup>;
- The application's demand for potentially protected identifiable health information that a caregiver must sign, when the caregiver may, in some instances, work on behalf of a HIPAA covered entity (thought likely just the caregiver's concern), could be troubling; and
- The application data requested will likely result in the city possessing additional confidential, private data governed by the Minnesota Data Practices Act.

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<sup>5</sup> In addition to other concerns and though many would argue these temporary dwelling facilities further protection of vulnerable adults, which, in most instances, would likely happen, these temporary dwellings do have the potential to create situations of maltreatment of vulnerable adults as well.

Because of these and perhaps other concerns, the League has drafted a sample opt-out ordinance. Cities may want to consider opting-out and regulating temporary dwelling units as a conditional use<sup>6</sup> or, in the alternative, adopting a temporary health care dwelling ordinance that mirrors the state law with additional requirements, like front yard restrictions or having the dweller or the dweller's power of attorney sign the application as well. With the complexities of this new law and its potential impact on cities, the League recommends consulting with your city attorney. See LMC Model: Temporary Family Health Care Dwellings Ordinance

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<sup>6</sup> Keep in mind, the debate surrounding the law included consideration of this as a conditional use but advocates for these Temporary Family Health Care Dwellings opposed this because the time the CUP permit process takes generally does not work for the more immediate family situations giving rise to this legislation.

**ORDINANCE NO. 945**

**CITY OF SHOREVIEW**

**AN ORDINANCE OPTING-OUT OF  
THE REQUIREMENTS OF  
MINNESOTA STATUTES, SECTION 462.3593**

**WHEREAS**, on May 12, 2016, Governor Dayton signed into law the creation and regulation of temporary family health care dwellings, codified at Minn. Stat. § 462.3593, which permit and regulate temporary family health care dwellings;

**WHEREAS**, subdivision 9 of Minn. Stat. §462.3593 allows cities to “opt out” of those regulations;

**THE CITY COUNCIL OF THE CITY OF SHOREVIEW ORDAINS as follows:**

**Section 205 of the Municipal City Code Chapter is amended by adopting the following:**

**OPT-OUT OF MINNESOTA STATUTES, SECTION 462.3593:**

**SECTION 205.015** Pursuant to authority granted by Minnesota Statutes, Section 462.3593, subdivision 9, the City of Shoreview opts-out of the requirements of Minn. Stat. §462.3593, which defines and regulates Temporary Family Health Care Dwellings.

This Ordinance shall be effective immediately upon its passage and publication.

**ADOPTED** this \_\_\_\_\_ day of \_\_\_\_\_, 2016, by the City Council  
of the City of \_\_\_\_\_.

**CITY OF** \_\_\_\_\_

By: \_\_\_\_\_  
Sandra C. Martin, Mayor

**ATTEST:**

\_\_\_\_\_  
Terry Schwerm, City Manager